



**OFFICE OF AUDITOR OF STATE
STATE OF IOWA**

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

David A. Vaudt, CPA
Auditor of State

NEWS RELEASE

Contact: David Vaudt
515/281-5835
or Tami Kusian
515/281-5834

FOR RELEASE November 8, 2011

Auditor of State David Vaudt today released a report on a special investigation of the City of Denison Fire Department for the period July 1, 2005 through March 31, 2010. The special investigation was requested by City officials as a result of alleged improprieties regarding certain disbursements for the City's Fire Department. The concerns were identified after the former Fire Chief, Mike McKinnon, left the City's employment in early 2010.

Vaudt reported the special investigation identified \$95,896.01 of improper and unsupported disbursements. Of this amount, \$72,794.80 was paid by the City of Denison and \$23,101.21 was paid by the Crawford County EMS Association. The \$72,794.80 paid by the City includes a \$12,000.00 improper disbursement initially paid by the Denison Volunteer Fire Department which was subsequently reimbursed to the Department by the City.

The \$72,794.80 paid by the City includes \$64,255.97 of improper disbursements, which consists of \$39,805.00 paid to businesses owned and operated by Mr. McKinnon, \$12,956.87 paid to other vendors, \$5,076.48 of personal purchases made with the City's credit card and \$6,417.62 of travel reimbursements. The \$8,538.83 of unsupported disbursements identified include purchases made with the City's credit card.

Some of the improper disbursements to businesses owned and operated by Mr. McKinnon were not supported by invoices or other appropriate documentation. Other improper disbursements to Mr. McKinnon's businesses were supported by invoices which included vendor addresses consisting of post office boxes in Des Moines and West Des Moines, Iowa. However, the post office boxes listed on the invoices did not exist.

Some of the invoices also included the name or initials of an individual not associated with Mr. McKinnon's businesses, but well known in the Denison area for his knowledge of fire trucks. Of the invoices available from Mr. McKinnon's businesses, 1 included a \$4,880.00 part for the City's aerial fire truck. According to Mr. McKinnon, the part was purchased from an on-line used truck dealer. However, we spoke to a representative of a fire truck repair vendor who stated he replaced the same part and billed the City \$534.68 for the part. He also stated the part he replaced was the originally installed factory equipment.

Other improper purchases identified include electronics, clothing, a boat motor and parts, and a riding mower and accessories, including a snowblade and bagger. The boat motor and parts were described on the purchase order prepared and approved by Mr. McKinnon as "pump repairs." An e-mail from Mr. McKinnon was also identified in which he responded "My bad...check coming to you." regarding an inquiry about the lawn mower, snowblade and bagger. However, we were unable to locate any payments from Mr. McKinnon.

The report includes recommendations to strengthen the City's internal control and overall operations, such as improvements to segregation of duties, reviewing supporting documentation for disbursements, establishment of policies regarding use of credit cards and ensuring all purchases meet the test of public purpose.

Copies of the report have been filed with the Crawford County Attorney's Office, the Attorney General's Office and the Division of Criminal Investigation. A copy of the report is available for review in the Office of Auditor of State and on Auditor of State's web site at <http://auditor.iowa.gov/specials/0920-0220-BE00.pdf>.

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**REPORT ON SPECIAL INVESTIGATION
OF THE
CITY OF DENISON FIRE DEPARTMENT

FOR THE PERIOD
JULY 1, 2005 THROUGH MARCH 31, 2010**

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Auditor of State's Report

To the Honorable Mayor and
Members of the City Council:

As a result of the alleged improprieties regarding certain disbursements and at your request, we conducted a special investigation of the City of Denison Fire Department (Department). We have applied certain tests and procedures to selected financial transactions of the City for the period July 1, 2005 through March 31, 2010. We also performed certain procedures for the period July 1, 2004 through June 30, 2005 because related documents were readily available. Based on a review of relevant information and discussions with Department members and City employees, we performed the following procedures:

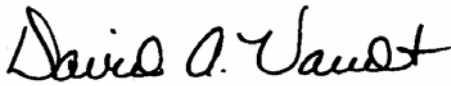
- (1) Evaluated internal controls to determine whether adequate policies and procedures were in place and operating effectively.
- (2) Reviewed activity in bank accounts held by the City, the Denison Volunteer Fire Department and the Crawford County EMS Association to identify any unusual activity. We also examined redeemed checks, images of checks, deposit slips and related documents for propriety.
- (3) Scanned all disbursements from the Department's account within the City's accounting system for reasonableness. We also examined documentation for certain disbursements to determine whether they were appropriate, properly approved and supported by adequate documentation.
- (4) Obtained and reviewed credit card statements and Department activity in charge accounts established in the City's name and the related invoices to determine the propriety of activity. Because credit card statements were readily available, we reviewed activity from July 1, 2004 through February 4, 2010.
- (5) Examined all reimbursements to Mike McKinnon, the former Fire Chief, and his wife to determine whether payments were properly approved and supported.
- (6) Examined all checks and supporting documentation for payments to Dalmatian Safety and D & S Safety, businesses owned and operated by Mr. McKinnon, to determine propriety of the payments.
- (7) Obtained and examined all activity in the bank accounts held in Mr. McKinnon's name, including any businesses owned by Mr. McKinnon. We examined deposit slips to identify any deposits from the City.
- (8) Reviewed allegations made by Mr. McKinnon in an e-mail to the Auditor of State on March 28, 2010 to determine if additional procedures were necessary.

These procedures identified \$95,896.01 of improper and unsupported disbursements. Of this amount, \$72,794.80 was paid by the City of Denison and \$23,101.21 was paid by the Crawford County EMS Association. The \$72,794.80 paid by the City includes a \$12,000.00 improper disbursement initially paid by the Denison Volunteer Fire Department which was subsequently reimbursed to the Department by the City. Several internal control weaknesses were also identified. Our detailed findings and recommendations are presented in the Investigative Summary and **Exhibits A** through **E** of this report.

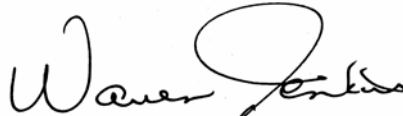
The procedures described above do not constitute an audit of financial statements conducted in accordance with U. S. generally accepted auditing standards. Had we performed additional procedures, or had we performed an audit of financial statements of the City of Denison Fire Department, other matters might have come to our attention that would have been reported to you.

Copies of this report have been filed with the Crawford County Attorney's Office, the Attorney General's Office and the Division of Criminal Investigation.

We would like to acknowledge the assistance and many courtesies extended to us by the officials and personnel of the City of Denison and the Iowa Division of Criminal Investigation during the course of our investigation.



DAVID A. VAUDT, CPA
Auditor of State



WARREN G. JENKINS, CPA
Chief Deputy Auditor of State

August 20, 2011

City of Denison Fire Department
Investigative Summary

Background Information

The City of Denison is located in Crawford County. The City of Denison Fire Department (Department) is staffed by a full-time Fire Chief and volunteer firefighters. The Department is part of the City and the Fire Chief is a City employee. However, the Department has a separate Board of Trustees composed of elected members of the Department.

The Board of Trustees meets monthly and is responsible for reviewing and approving disbursements and providing fire safety for the community. While the Board is to review and approve disbursements, payments are actually issued by the City Clerk based on purchase orders reviewed and approved by the Fire Chief. The City Clerk reviews the Department's purchase orders and supporting documentation and compiles a listing of all City disbursements. The listing is provided to the City Council for approval.

Mike McKinnon became the Fire Chief on January 18, 1999. According to his job description, as Fire Chief, Mr. McKinnon was responsible for:

- Developing, planning and implementing Department goals, objectives, rules, regulations and work methods which comply with Federal, State, and local laws and in response to assessment of community needs,
- Coordinating, administering, and monitoring fire and emergency response activities, personnel, and programs,
- Providing consultation and staff assistance to the City Manager, Mayor, City Council, and other governmental officials,
- Supervising and participating in the development and administration of the Department budget,
- Directing the selection, supervision, training, development, and discipline of Department personnel,
- Evaluating fire prevention and fire control policies by keeping abreast of new methods and conducting studies of Departmental operations,
- Assuming personal command of all emergency calls,
- Coordinating mutual fire protection plans, emergency responses and other Department activities with surrounding jurisdictions, other departments, and organizations,
- Conferring with officials and community groups and conducting public relations campaigns to present need for changes in laws and policies and to encourage fire prevention,
- Directing final interpretation of fire ordinances, codes and applicable laws to ensure compliance and consistency,
- Coordinating and preparing a variety of plans, reports, presentations, and records,
- Directing Departmental in-service training activities,
- Participating in employee relations activities related to the Department in accordance with Department bylaws,

- Maintaining all apparatus, equipment, and buildings used by the Department and
- Directly supervising employees in the Department, carrying out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

On December 21, 2009, the City Council accepted Mike McKinnon's resignation, which was effective January 3, 2010. However, according to the former City Clerk, he remained on the City's payroll until his unused vacation was exhausted in early February. After Mr. McKinnon's departure, Mike Schrum was named the interim Fire Chief. In addition to the Chief, the Department includes several Assistant Fire Chiefs and Captains and a number of volunteer firefighters. As previously stated, all positions within the Department are filled by volunteers, with the exception of the Fire Chief who is an employee of the City.

Also after Mr. McKinnon's departure, Assistant Chief Duane Zenk requested certain disbursement records for the Department from the City. According to City staff members we spoke with, Mr. Zenk identified several purchases which may have been personal in nature, including a boat motor and a lawn mower. The purchases were brought to the attention of City staff members.

According to the current City Manager, Kevin Flanagan, the lawn mower and boat motor were located in a City storage building. However, he contacted law enforcement regarding the concerns because he wanted someone independent of the City to determine the propriety of the Department's purchases. The Office of Auditor of State was also subsequently requested to perform an investigation of the Department's financial transactions. As a result, we performed the procedures detailed in the Auditor of State's Report for the period July 1, 2005 through March 31, 2010.

Detailed Findings

These procedures identified \$95,896.01 of improper and unsupported disbursements. Of this amount, \$72,794.80 was paid by the City of Denison and \$23,101.21 was paid by the Crawford County EMS Association. The \$72,794.80 paid by the City includes a \$12,000.00 improper disbursement initially paid by the Denison Volunteer Fire Department which was subsequently reimbursed to the Department by the City.

The \$72,794.80 paid by the City includes \$64,255.97 of improper disbursements, which is composed of \$39,805.00 paid to businesses owned and operated by Mr. McKinnon, \$12,956.87 paid to other vendors, \$5,076.48 of personal purchases made with the City's credit card and \$6,417.62 of travel reimbursements. The \$8,538.83 of unsupported disbursements includes purchases made with the City's credit card.

All findings are summarized in **Exhibit A** and a detailed explanation of each finding is presented below.

IMPROPER DISBURSEMENTS

Prior to our review of the City's disbursements for the Department, Mr. Schrum contacted Mr. McKinnon regarding a number of purchases he authorized for the Department prior to his departure. In a February 17, 2010 e-mail, Mr. Schrum listed 11 purchases and Mr. McKinnon responded to each purchase individually. For 2 of the purchases, Mr. McKinnon's response was "My bad...check coming to you." A copy of the February 17, 2010 e-mail and Mr. McKinnon's reply is included in **Appendix 1**. According to City staff members we spoke with, the City did not receive any payments from Mr. McKinnon after the e-mail was received.

The e-mail in **Appendix 1** also includes the City Manager’s response to Mr. McKinnon. As illustrated by the **Appendix**, the response begins with “Good enough....” According to the City Manager, the response was sent to Mr. McKinnon with the intention of keeping on good terms with the former Fire Chief to obtain additional information as necessary.

By reviewing the City’s records, we determined some of the purchases for the Department were made with the City’s credit card. Other purchases were made on an account the City had established with the vendor. The individual items listed in the e-mail are discussed in detail in the following sections of the report.

Using the City’s records, we also reviewed other disbursements made by the City for the Department during the period July 1, 2005 through March 31, 2010. Based on our review of the available supporting documentation, the vendor, frequency and amount of payments, and discussions with City personnel and Department members, we classified the payments as reasonable, improper or unsupported.

Payments which appeared consistent with the City’s operations, based on the vendor, frequency and/or amount of the payment, were classified as reasonable. Some of the reasonable payments were supported by appropriate documentation, but some were not. Payments were classified as improper if they appeared to be personal in nature or were not reasonable for the City’s operations. Payments were classified as unsupported if appropriate documentation was not available and it was not possible to determine if the payment was related to City operations or was for personal purposes.

We identified several improper and unsupported disbursements made by the City for the Department. The disbursements identified include payments to vendors, credit card purchases, payments to vendors associated with Mr. McKinnon and travel reimbursements. We also identified improper and unsupported disbursements made by the Crawford County EMS Association and the Denison Volunteer Fire Department to businesses owned by Mr. McKinnon. The improper and unsupported disbursements identified are explained in detail in the related sections of this report.

Payments to Vendors – We reviewed the supporting documentation available for the purchases of the boat motor and lawn mower identified by Mr. Zenk and discussed the purchase with City personnel and Department members. We also reviewed other purchases made by the City for the Department. We identified certain purchases which were improper. The improper purchases identified are summarized by vendor in **Table 1**.

Table 1		
Vendor	Description of Purchases	Amount
a) Mercury Marine	Boat motor and parts	\$ 5,338.64
b) Bomgaars	Mower, snowblade and bagger, saw, gates	2,475.40
c) Rainbow Glass & Mirror	Plexiglass	1,499.00
d) Mike McKinnon*	Art Décor	135.00
e) CJ Electronics	Speakers	79.99
f) Denison Do It Best	Dehumidifier	189.99
g) Tech Depot	TV, GPS units, camera, phone, web cameras	2,941.05
h) Reynolds Clothing	Clothing	297.80
Total		<u>\$ 12,956.87</u>

* - Reimbursement for purchase from an online vendor.

- a) **Mercury Marine** – According to the City’s records, the boat motor was purchased from Mercury Marine in March 2008. Copies of the purchase order prepared by Mr. McKinnon and the related invoice are included in **Appendix 2**. As illustrated by the **Appendix**, the motor was described as an engine pump by Mr. McKinnon.

We discussed the purchase and use of the boat motor with former and current members of the Department and City employees. Mr. Zenk stated the boat motor was on Mr. McKinnon’s pontoon. He also stated the motor was never in the City’s possession prior to Mr. McKinnon’s resignation.

Mr. Schrum, who is the Department’s Dive Captain, stated he had been told there was an agreement between the former City Manager and Mr. McKinnon which provided Mr. McKinnon’s personal pontoon would be available for the City’s use as needed in return for the City purchasing the motor. According to Mr. Schrum, the dive team has responded to approximately 1 or 2 calls per year. He also stated the dive team never used Mr. McKinnon’s pontoon or had a time when they could not secure a boat for use during a call. Mr. Schrum also stated the pontoon was never used for training and Mr. McKinnon told him he was making cash payments to the City for the motor.

According to Mr. Flanagan, there was not an arrangement between Mr. McKinnon and himself regarding the boat motor and he was not aware of any cash payments to the City by Mr. McKinnon for the motor. He also stated Mr. McKinnon told him he had arranged with the former City Manager to purchase the boat motor using City funds and he would repay the City in installments.

We spoke with the individual who was the City Manager in 2008. He stated he did not have an arrangement with Mr. McKinnon regarding the boat motor and he was not aware a boat motor had been purchased with City funds.

As illustrated by **Appendix 1**, Mr. McKinnon stated in an e-mail dated February 17, 2010 the purchase of the motor was “Probably not the best decision.” He also stated “The only thing that would be questionable is that motor. Yes, probably should not have been done as it was, but I did speak with the city manager and explained the potential uses and guaranteed that it would be available whenever the FD needed it. Probably not right...but it happened.”

In an e-mail dated February 18, 2010 Mr. McKinnon responded to the City Manager’s inquiry of where he should look to find Mr. McKinnon’s payments for the motor. Mr. McKinnon responded he gave the former City Manager payments of \$2,500.00 and \$500.00. While the e-mail does not specify the number of payments, it indicates there was more than 1 payment of \$500.00. A copy of the e-mail is included in **Appendix 3**. As previously stated, we were unable to locate receipts for any payments made to the City by Mr. McKinnon and Mr. Flanagan was unable to locate any receipts either. In addition, we were unable to identify any payments to the City from Mr. McKinnon’s bank accounts or cash withdrawals which would correspond to the payments described by Mr. McKinnon.

Appendix 4 includes an e-mail dated February 19, 2010 from Mr. McKinnon to Mr. Flanagan. As illustrated by the **Appendix**, the e-mail includes a listing of invoices Mr. McKinnon identified as “invoices that I have must cover.” The listing totaled \$7,306.00 and included \$5,101.59 for the boat motor. In the e-mail, Mr. McKinnon also stated, “I am sending an immediate check for \$2,000 today. I will either pay for the remaining balance over the next 30 days or so and the city will pay me for mileage or a deduction can be made”. However, Mr. McKinnon has not paid the City for the invoices he identified.

Mr. McKinnon was interviewed by a Division of Criminal Investigation (DCI) agent on May 27, 2011. During the interview, Mr. McKinnon stated Mr. Flanagan requested the items included in the \$7,306.00 cost be returned to the City rather than Mr. McKinnon reimbursing the City for the items. Mr. Flanagan confirmed he requested Mr. McKinnon return these items to the City. He stated Mr. McKinnon initially told him he had made payments to reimburse the City for the items but Mr. Flanagan could not locate any such payments. As a result, he requested Mr. McKinnon return the items to the City.

Mr. McKinnon also stated the boat motor was returned to the City in late January or early February 2010. On March 18, 2010, we observed the boat motor located at the City's storage building.

In addition to the boat motor and related purchases made from Mercury Marine in March 2008, additional purchases related to the motor were made from the vendor in June 2009. The description on the purchase order prepared by Mr. McKinnon dated August 11, 2009 states the purchase was for "pump repairs." According to Mr. Schrum, the Department does not own any pumps which would require marine parts. Copies of the purchase order and the related invoice are also included in **Appendix 2**.

The dates, description of items and amounts of purchases from Mercury Marine are listed in **Table 2**. The **Table** also includes a \$200.00 rebate which Mr. McKinnon described on the purchase order for the motor. Because the City did not pay the \$200.00, it has been deducted from the total costs.

Table 2

Invoice Date	Item Description	Amount
03/05/08	14 pin	\$ 175.00
03/05/08	Cable assembly	72.00
03/06/08	Propeller	96.59
03/10/08	90 HP Optimax boat motor	4,958.00
	Less rebate	(200.00)
	Subtotal of motor purchase	5,101.59
06/03/09	Rigging kit	212.55
06/04/09	Lifting eye	24.50
Total		\$ 5,338.64

During the interview with the DCI agent, Mr. McKinnon stated "there had been a rash of dive calls." This contradicts information from the Department's Dive Captain. Mr. McKinnon also stated he described the boat motor as an "engine pump" on the purchase order because it "was a motor with an oil pump."

Because the boat motor was not used for City operations and Mr. McKinnon indicated he had made arrangements to pay the City for the motor but we are unable to identify any payments, the \$5,338.64 of purchases are included in **Table 1** and **Exhibit A** as improper disbursements.

- b) Bomgaars** – Based on our review of the City's records, the purchase of the mower was made at Bomgaars. We also identified additional purchases made at Bomgaars which were related to the mower and are listed in **Table 3**. As illustrated by the **Table**, a miter saw and gates were also purchased at Bomgaars. Mr. McKinnon signed the purchase order associated with each purchase. Each purchase is discussed in detail after the **Table**.

Table 3

Invoice Date	Item Description	Amount
10/05/06	Poulan Pro Rider mower	\$ 998.88
10/25/06	48 inch snowblade	299.99
11/16/06	Mower bagger	299.99
11/18/08	(2) 10' wire filled gates	\$ 239.98
	4' wire filled gate	72.99
		<hr/>
01/22/09	DeWalt miter saw	563.57
		<hr/>
Total		\$ 2,475.40

As illustrated by the **Table**, a Poulan Pro Rider mower was purchased from Bomgaars in October 2006. According to the City Manager, the snowblade and bagger purchased from Bomgaars were accessories for the mower. We discussed the purchases and use of the mower with Mr. Schrum and Mr. Zenk.

According to Mr. Schrum, the only reason the Department would need a mower would be to trim the grass around the Fire Station. However, he also stated the City's Public Works employees mow around the Fire Station and he did not ever see a riding lawn mower at the Fire Station. In addition, Mr. Zenk stated the Department has a small push mower to mow the grass around the Fire Station if Public Works employees do not do the mowing.

According to the City's Public Works Director, Public Works employees have mowed around the Fire Station for the last 2 or 3 years. Previously, both Public Works employees and Fire Department members mowed around the Fire Department. On the occasions the Fire Department did the mowing, the Fire Department either used an old push mower kept at the Fire Department or the Public Works Department provided a push mower for the Fire Department's use. He was not aware of a riding mower being used for mowing around the Fire Station.

In a December 23, 2009 e-mail to a prospective buyer of his residence in Denison, Mr. McKinnon stated, "If anyone is half way interested by the first of the year, I will throw in the Poulan lawn tractor, bagger and snow blade." A copy of the e-mail is included in **Appendix 5**. Based on the content of the e-mail, it is apparent Mr. McKinnon considered the mower, blade and bagger to be his personal property, even though he had signed the purchase order which authorized the City Clerk to use Department funds to purchase the items.

As illustrated by the February 17, 2010 e-mail from Mr. McKinnon in **Appendix 1**, he responded "My bad...check coming to you" regarding the inquiry about the lawn mower, snowblade and bagger. As previously stated, we were unable to locate any payments from Mr. McKinnon in the City's accounting records. According to the City Manager, he was unable to locate any payments from Mr. McKinnon. Therefore, he insisted Mr. McKinnon return the mower and related items to the City.

As previously stated, **Appendix 4** includes an e-mail dated February 19, 2010 from Mr. McKinnon to the current City Manager, Kevin Flanagan, which includes a listing of invoices Mr. McKinnon identified as "invoices that I have must cover." The listing totaled \$7,306.00 and included \$1,298.87 for the mower and snowblade and \$299.99 for the bagger. However, Mr. McKinnon has not paid the City for the invoices he identified. During the interview with a DCI agent on May 27, 2011, Mr. McKinnon stated

Mr. Flanagan requested the items included in the \$7,306.00 cost be returned to the City rather than Mr. McKinnon reimbursing the City for the items. As previously stated, Mr. Flanagan confirmed he requested Mr. McKinnon return the items to the City after he was unable to locate the payments Mr. McKinnon said he had made to the City.

Mr. McKinnon also stated the mower, snowblade and bagger were returned to the City in January 2010. On March 18, 2010, we observed the mower, blade and bagger at the City's storage building.

During the interview with the DCI agent, Mr. McKinnon also stated the mower was initially purchased with City funds with the expectation the cost would be reimbursed to the City by the Crawford County Fire Association. According to Mr. McKinnon, the Association purchased a small parcel of land on which a communications tower was located approximately the same time the mower was purchased. He anticipated the Association would be responsible for mowing the grass on the property and decided to purchase the mower using the Department's funds. He also stated the Association instead entered into an agreement to have the hay from the property harvested, so a mower was not needed.

We spoke with Mr. Zenk, who confirmed the property adjacent to the tower is planted in hay and he harvests the hay from the property. Mr. Zenk also provided documentation showing the land was acquired by the Crawford County Fire Association in 2000, which is 6 years prior to the time period identified by Mr. McKinnon. Mr. Zenk also stated the hay harvesting arrangement established with the Association has been in place since the property was acquired.

Mr. McKinnon stated because the mower was not needed for the tower property, it was used at the Fire Station until 2008. He also stated the snowblade was used until 2007. In addition, he stated the mower was "open to anyone", indicating it was available to "borrow" and use for their personal purposes. He stated he had used the mower "half a dozen times." When asked about the offer to provide the mower to a potential purchaser of his home, Mr. McKinnon stated if the potential buyer wanted the mower, he intended to purchase it from the City.

As previously stated, the City's Public Works Director indicated he was not aware of a riding mower used for mowing around the Fire Station or a snowblade for the mower which was used for snow removal. He also indicated Public Works employees performed most of the snow removal at the Fire Station, including from the driveway and bay areas, and the Fire Department usually handled the sidewalks.

Because the mower was purchased in 2006 and the land was purchased in 2000, it is clear the mower was not purchased with the intent it would be used for the Crawford County Fire Association's purposes. In addition, it was improper for Mr. McKinnon to allow the mower to be "open to anyone" for their personal use and it was improper for Mr. McKinnon to offer the mower as available to potential buyers of his personal residence. Because it appears the mower, snowblade and bagger were used only for personal purposes, the purchases should not have been made with City funds. As a result, the costs of the mower, snowblade and bagger are included in **Table 1** and **Exhibit A** as improper disbursements.

Table 3 also includes a miter saw purchased from Bomgaars on January 22, 2009. According to a Bomgaars' representative, the brand of the miter saw purchased by the City was a DeWalt. We discussed the purchase and use of the miter saw with 2 Department members.

According to Mr. Schrum, a miter saw may have been used to build props for the fire safety training house, but since he did not help build the props, he was not personally aware if a miter saw was used for this purpose. According to Mr. Zenk, the props were built in approximately 2006, prior to the purchase of the saw, and the people who worked on the props brought their own tools.

In the February 17, 2010 e-mail included in **Appendix 1**, Mr. McKinnon stated the saw was purchased for the station and used at the training center. He also indicated he does not know the location of the miter saw, but he saw it last at the training center. We observed a Tool Shop miter saw at the Fire Station on June 16, 2010. We were not able to locate a DeWalt miter saw.

According to an e-mail dated January 10, 2010 obtained by the DCI, Mr. McKinnon sent a message to his wife requesting her assistance to “stash” the DeWalt miter saw. A copy of the e-mail is included in **Appendix 6**. Specifically, the e-mail stated in part, the City Clerk “is causing quite a stink over this tool.... So, just to keep anyone from snooping, please stash it. When you have time, I’ll have you take the old one to the station (when no one is around please) and put it on the bottom shelf up by the old tanker truck.”

During the interview with a DCI agent, Mr. McKinnon insisted the e-mail actually referred to a circular saw even though it specifically states “miter saw” a number of times and does not list a circular saw. He also stated he did not have the Department’s miter saw, although he recalled a DeWalt circular saw had been purchased from Denison Do It Best Center with City funds. We did not identify any circular saws purchased from the vendor by the City. During the interview, Mr. McKinnon stated he was willing to repay the City for the DeWalt miter saw and the DeWalt circular saw.

Because Mr. McKinnon instructed his wife to “stash” the DeWalt miter saw in his personal boat and we were unable to locate it at the City, the purchase is considered personal in nature and has been identified as an improper use of City funds. As a result, the \$563.57 spent by the City for the miter saw is included in **Table 1** and **Exhibit A** as an improper disbursement.

As illustrated by **Table 3**, wire filled gates were purchased from Bomgaars on November 18, 2008. We discussed the purchase and location of the gates with Mr. Schrum and Mr. Zenk. According to Mr. Zenk, a gate matching the same description was observed at Mr. McKinnon’s former residence and he provided a picture of a large gate located in what was described as the garage of Mr. McKinnon’s former residence. Mr. Zenk also stated he did not know the location of the remaining 2 gates. According to Mr. Schrum, the gates could be used as barriers to restrict people from flooded areas. We searched the Fire Station and Training Center on June 16, 2010 and did not locate any gates. We confirmed with the current owner of Mr. McKinnon’s former residence a wire filled gate was left behind at the residence by Mr. McKinnon.

During the interview with the DCI agent, Mr. McKinnon stated the gates were purchased for external use at the training center, but they were never installed and should be located at the training center. When the picture provided by Mr. Zenk was shared with Mr. McKinnon, he confirmed the picture was the interior of the garage at his former residence. He also stated he had installed similar gates he purchased at Bomgaars on the property of the residence, but he did not have any gates stored in his former garage.

Because we were unable to locate the gates on City property and we confirmed with the current owner of Mr. McKinnon’s former residence a wire filled gate was left behind at the residence by Mr. McKinnon, the purchase of the gates was improper and the related costs are included in **Table 1** and **Exhibit A** as improper disbursements.

Because the items listed in **Table 3** are not appropriate uses of Department funds and the items were not located at the City at the time of our fieldwork, the \$2,475.40 total of the purchases is included in **Table 1** and **Exhibit A** as improper disbursements.

- c) **Rainbow Glass & Mirror** – During our review of Department disbursements, we identified 2 purchases from Rainbow Glass & Mirror. The purchases are summarized in **Table 4** and discussed in the paragraphs following the **Table**.

Table 4

Invoice Date	Quantity	Item Description	Amount
01/03/05	1	1/8" Plexiglass 4' x 8'	\$ 93.00
	1	1/8" Plexiglass 4' x 4'	50.50
	2	1/4" Plexiglass 4' x 8'	356.00
11/11/07	6	1/4" Plexiglass 4' x 8' (cut to 48" x 48")	1,050.00
Subtotal			1,549.50
Less: Estimate for firecage			(50.50)
Net cost			\$ 1,499.00

As illustrated by the **Table**, 4 sheets of plexiglass were purchased in January 2005. The related purchase order prepared by Mr. McKinnon states the plexiglass was for the training house. An additional 6 sheets of plexiglass were purchased in November 2007. We discussed the purchase and use of the plexiglass with 2 current employees.

Mr. Zenk stated he did not know why it would be necessary to purchase this quantity of plexiglass. According to Mr. Schrum, there is plexiglass at the training center. The training center's windows were previously replaced with plexiglass, but the windows are currently boarded up with plywood.

On June 16, 2010, we visited the training house and located a firecage constructed with plexiglass. The firecage is used by the Department to demonstrate how fires burn. We estimated the quantity of plexiglass used to construct the fire cage to be equivalent to a 4' x 4' sheet of plexiglass. As a result, we deducted the cost of the 4' x 4' sheet from the **Table**. The remaining plexiglass could not be located on City property.

During the interview with a DCI agent, Mr. McKinnon stated the plexiglass was purchased to install in window openings at the training center. The windows had been boarded up and the plexiglass would allow more light into the building. However, the plexiglass was not installed. He initially stated the plexiglass should be located at the training center, but later in the interview he stated he did use some of it to replace plexiglass at his home which had been damaged by a storm. We also observed photographs of plexiglass installed in an enclosure around the hot tub located on the deck of Mr. McKinnon's former personal residence.

Because we were unable to locate any unused plexiglass purchased by the Department and based on Mr. McKinnon's admission, the \$1,499.00 cost summarized in **Table 4** is included in **Table 1** and **Exhibit A** as improper disbursements.

- d) **Mike McKinnon** – A purchase order dated May 25, 2006 was submitted with the description to reimburse Mr. McKinnon for the purchase of supplies from various online vendors. Attached to the purchase order was a list prepared by Mr. McKinnon which included running boards and a “Courage Firefighter Display.” The list totaled \$324.99.

Also attached to the purchase order was an invoice for an online purchase of running boards for an F250 Super Duty Crew Cab. The running boards cost \$99.99 plus \$90.00 for shipping. These running boards also fit an F350 Super Duty Crew Cab. It appears they were installed on a Department vehicle.

Appropriate support was not provided for the “Courage Firefighter Display.” The only documentation provided was a page printed from the internet which stated a “Courage Firefighter Stained Glass Wall Décor Art” was shipped on May 2, 2006. A handwritten notation of \$135.00 was also included on the page. We searched the internet and located a “Courage Firefighter Stained Glass Wall Décor Art” offered for \$135.00 by Bradford Exchange. According to the description for the item we found, the item was a firefighter collectible stained glass panorama which was nearly 2 feet wide and illuminated. A copy of the item description is included in **Appendix 7**.

Mr. Zenk stated he has never seen the Stained Glass Wall Art at the Fire Station. However, Mr. Schrum stated he recalled seeing an item resembling this description in Mr. McKinnon’s former office, but he has not seen the item since Mr. McKinnon’s resignation. We searched Mr. McKinnon’s former office on June 16, 2010 and could not locate the item. Because the item could not be located and it is not necessary for the operation of the Department, the \$135.00 is included in **Table 1** and **Exhibit A** as an improper disbursement.

- e) **CJ Electronics LTD** – Based on the City’s records, Pyle indoor/outdoor speakers were purchased from CJ Electronics LTD for \$79.99 on July 19, 2007. We discussed the purchase with Mr. Schrum and Mr. Zenk. Mr. Zenk stated he was not aware of any speakers located in the Fire Station and Mr. Schrum stated they may be located in the Fire Station’s basement. We did not locate speakers at the Fire Station, fire training house or fire safety trailer. As a result, the \$79.99 is included in **Table 1** and **Exhibit A** as an improper disbursement.

- f) **Denison Do It Best** – Based on documentation obtained from the City, a 50 pint electric dehumidifier was purchased from Denison Do It Best on September 19, 2008 for \$189.99. Mr. Schrum stated he did not know where a dehumidifier would be located at the Fire Station. According to Mr. Zenk, the storage closet at the Fire Station was the only place he could think where a dehumidifier might be found. Neither Mr. Schrum nor Mr. Zenk saw a dehumidifier at the Fire Station. On June 16, 2010, we searched the Fire Station for the dehumidifier, but could not locate one.

Because the Department currently does not have a dehumidifier, it must not be needed. Also, the dehumidifier purchased by the City could not be located. As a result, the \$189.99 cost is included in **Table 1** and **Exhibit A** as an improper disbursement.

- g) **Tech Depot** – During our review of Department disbursements, we identified purchases from Tech Depot. The purchases are summarized in **Table 5** and are discussed in the paragraphs following the **Table**.

Table 5

Invoice Date	Quantity	Item Description	Amount
05/01/08	1	Sharp 32" LCD TV and shipping	\$ 1,270.95
10/21/08	1	Garmin Nuvi 760 GPS	421.59
	1	Panasonic Lumix DMC-TZ50S digital camera	360.31
	1	2 GB Kingston flash memory card	23.08
	1	Panasonic KX TG 9344T cordless phone	123.11
			928.09
11/04/09	1	Garmin Nuvi 885T	384.45
	1	Garmin friction mount	22.48
	1	Garmin Lifetime Maps update	91.00
	1	Garmin GTM 20 with lifetime traffic	78.86
			576.79
12/08/09	2	Logitech Quickcam Pro 9000 web cam	165.22
Total			\$ 2,941.05

As illustrated by the **Table**, a Sharp 32" LCD TV was purchased from Tech Depot on May 1, 2008. The purchase order states the LCD TV is for the Fire Safety House. According to Mr. Zenk and Mr. Schrum, they have not seen a 32" TV in the Fire Station, fire safety trailer or training center. On June 16, 2010, we searched the Fire Station and did not locate the TV. We also searched the training center on June 18, 2010 and did not locate the TV. On August 18, 2010, we received a listing of items located in the fire safety trailer from Mr. Schrum. The TV was not included in the listing.

During the interview with a DCI agent, Mr. McKinnon stated the TV was for the trailer (Fire Safety House). However, it was damaged and replaced. We asked Mr. Schrum if he was aware of a LCD TV ever being located in the Fire Safety House which was damaged and replaced. Mr. Schrum indicated he had no knowledge of a 32" LCD TV ever being in the Fire Safety House.

We also discussed the purchases made from Tech Depot on October 21, 2008 with Department members. According to Mr. Zenk, he thought the GPS may be in a truck, but he did not know of the location of the other items. Mr. Schrum indicated the GPS and camera were likely in a truck and the phones may be used in the office.

During the interview with a DCI agent, Mr. McKinnon stated the cordless phones were located on the top of some file cabinets at the time of his departure. He also stated the camera was purchased for use by the City's Code Enforcement staff and the GPS unit was used in a Department truck.

However, on June 16, 2010, we searched the Fire Station and trucks but did not locate the cordless phones, the digital camera or the GPS. On August 18, 2010, we received a listing of items located in the fire safety trailer, but the items were not included in the list.

The items purchased on November 4, 2009 were also discussed with Department members. According to Mr. Schrum, the trucks used by the Department have GPS locators, but most do not have GPS units. A GPS unit with a mount used to be in the Department's Excursion used by Mr. McKinnon, but there was not currently a GPS unit or mount in the vehicle. Mr. Zenk stated these items may be located at the Fire Station.

In the February 11, 2010 e-mail included in **Appendix 8**, Mr. McKinnon stated the GPS unit was for the Excursion. During the interview with a DCI agent, Mr. McKinnon also stated the GPS unit was in the Excursion at the time of his departure.

We searched the Fire Station and the trucks on June 16, 2010 and were unable to locate any of the items purchased on November 4, 2009.

We also discussed the \$165.22 web cameras purchase from Tech Depot on December 8, 2009 with Mr. Zenk and Mr. Schrum. Neither individual knew about the purchase or the location of the web cameras. We searched the Fire Station on June 16, 2010 and did not locate either web camera.

During the interview with a DCI agent, Mr. McKinnon stated the webcams were purchased so he could continue to provide assistance and guidance to Department members after he left Iowa. He stated this was necessary until the position of Fire Chief was filled by the City. According to Mr. McKinnon, the City Manager was aware of the purchase and concurred with the arrangement. He also stated the webcams were never used for this purpose because a Council member objected to the arrangement. According to Mr. McKinnon, the webcams were located in a locked closet at the Fire Station at the time of his departure.

Because Mr. Schrum was appointed the acting Chief and would presumably be receiving assistance and guidance from Mr. McKinnon after his departure, it's unclear why Mr. Schrum would not have been aware of the arrangement described by Mr. McKinnon.

We also spoke with Mr. Flanagan who told us he thought the web cams were part of camera system at the Fire Station and he was unaware of the arrangement described by Mr. McKinnon above.

Because the items could not be located, the \$2,941.05 of purchases from Tech Depot are included in **Table 1** and **Exhibit A** as improper disbursements.

- h) Reynold's Clothing** – On December 17, 2009, Mr. McKinnon purchased clothing costing \$297.80 from Reynold's Clothing. The clothing included a Carhartt coat, a pair of bib overalls and 2 pairs of gloves. The purchase order was not signed by Mr. McKinnon until after the purchase. The December 28, 2009 purchase order states the clothing is for new firefighters, even though there was only 1 coat and 1 pair of bib overalls purchased. We discussed the purchase and use of the clothing with Mr. Zenk, who stated there had not been any new firefighters in the Department over the last several years. He also stated Carhartt brand clothing is not issued to new firefighters.

In e-mail dated February 11, 2010, Mr. McKinnon stated the clothing was for firefighters to wear during bad weather. He also stated the clothing was located at the Fire Station or in a City vehicle. However, we searched the Fire Station and found no Carhartt clothing. A copy of the e-mail is included in **Appendix 8**.

As illustrated by the February 17, 2010 e-mail included in **Appendix 1**, Mr. McKinnon stated in the e-mail the clothing "was originally ordered for me and extra gloves for [Code Enforcement or Building Inspector employees], but when I decided to leave, the items were left at the station. I marked the invoice as for new firefighters as I figured it would be used during the winter for any firefighter that did not ever receive coveralls [sic] in the past." When the DCI agent interviewed Mr. McKinnon, he provided the same explanation.

As previously stated, Mr. McKinnon stated during the interview with the DCI agent he purchased web cameras from Tech Depot on December 8, 2009 to provide guidance to Department members after he left Iowa. However, he stated the purchase from Reynolds Clothing was made prior to his decision to resign. The purchase from Reynolds Clothing was made on December 17, 2009. Because of this conflicting information from Mr. McKinnon, it appears he was less than forthright in the explanations he provided.

Because the clothing could not be located at the Fire Station and the Department does not have a practice of providing clothing of this nature to firefighters, the \$297.80 purchase from Reynolds Clothing is included in **Table 1** and **Exhibit A** as an improper disbursement.

Credit Card Purchases – We reviewed \$41,810.53 of purchases for the Department made with the City’s credit card. The purchases included supplies, meals, lodging costs and equipment. **Exhibit B** lists credit card purchases for the period from July 1, 2004 through February 4, 2010. Of the \$41,810.53 of purchases, \$27,442.03 was properly supported and appropriate for the Department’s operations. However, of the remaining purchases reviewed, \$753.19 may not meet the test of public purpose, \$8,538.83 were not supported by appropriate documentation and \$5,076.48 are considered improper. These purchases are discussed in detail in the following paragraphs.

As illustrated by **Exhibit B**, 16 purchases were identified which may not meet the test of public purpose as defined in an Attorney General’s opinion dated April 25, 1979 because the public benefits to be derived have not been clearly documented. The purchases include beverages other than water, video tapes, batteries, 7 coolies, Christmas cards, a Maltese Cross tumbler, a Maltese Cross hitch cover, a pewter visor clip and meals at various local restaurants.

The 112 unsupported purchases identified include disbursements for which detailed receipts were not available. Because we were unable to identify the specific products purchased, we are unable to determine if they were for the Department’s operations or were personal in nature. The majority of the unsupported purchases were at restaurants for which only a credit card receipt was available and itemized receipts showing the detail of the purchases were not provided. The unsupported purchases are listed in **Exhibit B** and the \$8,538.83 total is included in **Exhibit A** as unsupported disbursements.

The **Exhibit** also includes 53 transactions which include costs improperly paid with Department funds. The improper purchases include \$152.59 of sales tax. Because the City is a governmental entity, it is exempt from paying sales tax for goods and services. As a City employee, Mr. McKinnon was responsible for ensuring purchases did not include sales tax. The improper purchases also include \$39.00 of over limit fees. Mr. McKinnon was issued the credit card for City use and was the only individual allowed to use the card. It was his responsibility to monitor purchases and not exceed the credit limit. The remaining improper purchases include, but are not limited to, the items summarized in the following paragraphs.

- On Saturday, May 5, 2007, \$27.77 was spent at Old Chicago and \$115.94 was spent at Holiday Inn in Omaha, Nebraska. The receipt from Old Chicago included a time stamp of 6:42p.m. on May 5, 2007 and the hotel receipt documented the charge was for lodging the night of May 5, 2007.

According to Mr. McKinnon’s City timesheet, he taught a class at Iowa Western Community College (IWCC) in Council Bluffs from 2:00p.m. to 4:00p.m. on May 5, 2007. We contacted a representative of IWCC who was not able to confirm Mr. McKinnon was paid by IWCC for teaching class that day. Because Omaha is approximately an hour and a half from Denison and, according to Mr. McKinnon’s time sheet, the class concluded at 4:00pm, it was not necessary to incur costs for dinner and lodging in Omaha that evening.

- On November 28, 2007, a 54” yellow Polaris® snowblade was purchased from Blackhawk Marine for \$605.55. In the February 17, 2010 e-mail included in **Appendix 1**, Mr. McKinnon stated he purchased a blade for his four-wheeler and thought he paid for it with his personal credit card. However, the purchase was made with the City’s credit card. As illustrated by the **Appendix**, Mr. McKinnon stated in the e-mail “Immediately when I got the [City’s credit card] statement I went to Greg [the former City Manager] and explained my screw up.”

Appendix 4 includes an e-mail dated February 19, 2010 from Mr. McKinnon to the current City Manager, Kevin Flanagan. As illustrated by the **Appendix**, the e-mail includes a listing of invoices Mr. McKinnon identified as “invoices that I have must cover.” The listing totaled \$7,306.00 and included the \$605.55 cost of the blade. However, as previously stated, Mr. McKinnon has not paid the City for the invoices he identified. During the interview with a DCI agent, Mr. McKinnon stated Mr. Flanagan requested the items included in the \$7,306.00 cost be returned to the City rather than Mr. McKinnon reimbursing the City for the items. As previously stated, Mr. Flanagan indicated he did request Mr. McKinnon return these items to the City because he was unable to locate the payments Mr. McKinnon stated he made to the City.

Mr. McKinnon also stated the snowblade was returned to the City in February 2010. We confirmed the snowblade was in the City’s possession in March 2010.

- On June 5, 2008, a \$206.67 purchase, which included a lithium battery, computer cable and Microsoft® Home software, was made at Radio Shack in Spearfish, SD. According to the purchase order prepared by Mr. McKinnon, the items were computer parts. The cash register receipt includes Mr. McKinnon’s wife’s name, Nancy McKinnon, and their home address. The receipt also includes Mr. McKinnon’s name as the cardholder of the credit card used to make the purchase.

According to Mr. McKinnon’s timesheet, he was on vacation on Thursday, June 5, 2008, but was at a Fire School on Friday, June 6, 2008. Based on limited information found during an internet search, it appears South Dakota’s annual Fire School is held during the first week of June and in 2008 it was held in Spearfish, SD.

We asked the City’s current Fire Chief, Cory Snowgren, if the Department had Microsoft® Home software installed on any of the Department’s computers. He stated the software was not installed on the Department’s computers.

Because it would be unusual for Mrs. McKinnon to purchase items for the Department while on vacation and Mr. Snowgren stated the software was not installed on the Department’s computers, this purchase is included in **Exhibit B** as an improper disbursement.

- On July 16, 2008, a \$299.00 charge was incurred on the City’s credit card. The purchase order prepared by Mr. McKinnon describes the purchase as “Safety Training.” The supporting documentation is a fax addressed to Mr. McKinnon which was received on July 16, 2008. A copy of the fax is included in **Appendix 9**. The letterhead of the fax indicates it was sent by International Credit Recovery Inc. and the fax refers to a publication with the title “SAFETY COMPLIANCE ALERT.”

Because this document did not provide sufficient information regarding the purchase and it did not appear to be related to safety training, we performed an internet search and found a number of complaints regarding International Credit Recovery Inc. We also found specific complaints regarding their actions related to a publication titled Safety Compliance Alert. An example of a complaint is reprinted below.

“I was solicited over the phone by a lady representing Safety Compliance Alert and was asked if I would be interested in purchasing their product for my business. I informed her that I was an instructor at a school and was unable to authorize any purchases. She asked if I would review the

product and recommend it to the purchasing department. I told her I would look at it, but that I would not buy it and if I felt it was of value I would recommend it, although my recommendation carries little weight. A month later I get a bill for \$299.00 for something I did not order nor have I received. This company is a scam, they offer nothing and hope someone is stupid enough to just pay the bill. They claimed to have sent me 2 issues already and there was a flyer in the invoice that I guess was what they were selling, the type most unions send out for free and most construction material shops give away for free on their counters. It probably cost about 3 to 15 cents to produce and the information can be found in any OSHA publication for free. Beware of this rip off. I have registered them with the BBB.”

We also located a memo distributed by an official of the U.S. Department of Agriculture (USDA) in 2009. A copy of the memo obtained from the USDA website is also included in **Appendix 9**. Because the charge on the City’s credit card involves the same vendor and the same \$299.00 charge referred to by the parties found on the internet, we have included the \$299.00 as an improper disbursement in **Exhibit B**.

- On August 5, 2008, 3 doo rags were purchased from ABC Fire Extinguisher Company for \$22.47. According to Mr. Schrum, some firefighters wear doo rags, but he was not aware of any provided by the City and they were not part of the uniform. As a result, Department funds should not have been used to purchase the doo rags.
- On January 29, 2009, 2 Department lighted hitch covers, a Maltese Cross hitch cover and 2 business card cases were purchased from Our Designs for \$88.70. While the business card cases are reasonable, the hitch covers are not necessary. In addition, the 2 lighted hitch covers, which cost \$39.90, could not be located. As a result, they are classified as improper disbursements in **Exhibit B**. The \$24.95 Maltese Cross hitch cover was found on a Department vehicle. However, because it was not necessary for Department operations, it was classified in the **Exhibit** as a disbursement which may not meet the test of public purpose.
- On April 19, 2009, \$728.50 was charged at Arrowwood Resort & Conference Center in Okoboji, IA. This amount included \$391.60 of lodging costs for members of the Department. This lodging is reasonable because Department members were attending the annual Iowa Fireman’s Association convention. In addition to the lodging costs for the members of the Department, \$195.80 of lodging costs were incurred for an individual who was not a member of the Department and \$45.00 was incurred for water park passes. Because the \$240.80 was not for the operation of the Department, this amount is included as improper disbursements in **Exhibit A**.
- On April 25, 2009, \$164.75 was incurred at Granite City Food & Brewery in Indianapolis, Indiana. We reviewed a receipt which showed 4 meals, \$18.90 of alcohol and concert tickets were purchased. Mr. McKinnon signed the purchase order related to the receipt. The cost of the alcohol and concert tickets is classified as improper disbursements in **Exhibit B**.
- On August 8, 2009, \$1,403.22 was incurred at Menards. According to the receipt for the purchase, this amount included \$91.80 for sales tax, \$1,044.42 for lattice fencing and \$267.00 for a storm door. As stated previously, the \$91.80 of sales tax should not have been incurred by the City. As a result, this amount is included in **Exhibit B** as an improper disbursement.

We located 10 pieces of the fencing at the station on June 16, 2010. According to the current Fire Chief, there was no need for the fencing so it was returned to Menards on September 24, 2010. The remaining fencing appears to have been used around the patio located at the Fire Station. As a result, the \$1,044.42 for the fencing is included in **Exhibit B** as a reasonable disbursement.

Documentation obtained from Menards showed the storm door was cranberry in color and it was a model named "Lakeview" which is manufactured by Larson Windows and Doors. We discussed the purchase and location of the storm door with Mr. Zenk and Mr. Schrum. On March 18, 2010, we searched for the door at the Training Center and could not locate a storm door.

On June 3, 2010, Mr. McKinnon sent an e-mail to the Auditor of State which stated a storm door was located at the Training Center. A copy of the e-mail is included in **Appendix 10**. As illustrated by the **Appendix**, Mr. McKinnon stated "A local firefighter has contacted me and told me that several 'missing' items are reappearing." Mr. McKinnon also listed several items he stated he is accused of taking, which included "a storm door, burgundy in color that is now at the fire department training building."

On June 16, 2010, we located a cranberry color storm door still in the packaging at the Training Center. When we examined the door located at the Training Center, we determined a portion of the registration number affixed to the door included the digits 100419. We contacted Customer Service at Larson Windows and Doors and determined that portion of the registration number means the door was manufactured on April 19, 2010. As a result, the door located in the Training Center cannot be the same door purchased with the City's credit card on August 8, 2009. The Department did not have a need for this storm door. In addition, the City reviewed Department disbursements from April 2010 through June 2010 but did not locate such a purchase from Menards.

Mr. Zenk reported he located a storm door on Mr. McKinnon's former residence in Denison. According to Mr. Zenk, a portion of the registration number on the door at Mr. McKinnon's former residence includes the digits 090312. We verified with a representative of Larson Windows and Doors this portion of the registration number meant the door was manufactured on March 12, 2009. As a result, the door on Mr. McKinnon's former residence may be the door purchased with the City's credit card in August 2009. On October 26, 2011, we observed a cranberry storm door, including the 090312 registration number, located at Mr. McKinnon's former residence.

After Mr. McKinnon was informed about the manufacturing dates of the door at the Fire Station and the door at his former residence during the interview with the DCI agent, he admitted there must have been 2 doors purchased. He also indicated he purchased a door at the Lake Manawa Menards (Council Bluffs) when he returned to Iowa from New Mexico in May 2010 and brought the door to the training center. When Mr. McKinnon was asked later during the interview about items he has which were paid for by the City, he included the cranberry door but said he "returned" it in May 2010.

Because the Department had no need for the storm door, the \$267.00 cost is included in **Exhibit B** as an improper disbursement.

In addition to the storm door, a snow blower which had been donated to the Department was left behind at Mr. McKinnon's former residence in Denison after he moved away. According to a report filed with the Denison Police Department, Mr. Zenk reported in June 2011 a John Deere snow blower had been missing from the Department for over a year. Mr. Zenk also reported he believed the snow blower was in the possession of Mr. McKinnon's former neighbor.

The report states the Police Chief met with the former neighbor who confirmed he had a John Deere snow blower at his residence which had been left behind by the McKinnons. According to the former neighbor, he called Nancy McKinnon in early 2010 to inquire about the snow blower because it had been left in the driveway and she ultimately told him he could keep the snow blower for himself. The Police Chief took possession of the snow blower.

It was determined the snow blower had been donated to the Department. Because the City did not pay for the snow blower, it is not included in **Exhibit A** as an improper disbursement.

- On October 25, 2009, \$225.00 was charged to the City's credit card for an online purchase of 2 Schlage Cobra Locknetics® digital programmable locks. We identified a purchase of 3 programmable locks from Denison Do It Best Center on March 18, 2008. Using pictures obtained from the internet, we determined the locks purchased locally resemble the locks currently installed on the outside doors and kitchen door at the Fire Station.

Pictures of Schlage Cobra Locknetics® (also obtained from the internet) resemble the types of lock we observed installed on an outside door at Mr. McKinnon's former residence. On October 26, 2011, we observed 1 Schlage brand programmable lock installed on a door at Mr. McKinnon's former residence. We were unable to locate any additional programmable locks.

As a result, the \$225.00 paid for the online purchase of programmable locks is included in **Exhibit B** as an improper disbursement.

- On November 30, 2009, \$358.19 of Christmas decorations was purchased from Wal Mart. We discussed the purchase with Mr. Snowgren. He stated the Department's Christmas decorations include 2 strings of lights, 1 small tree and 2 gold stars. He was not able to locate any of the items purchased from Wal Mart, which included 2 spiral trees, 1 snowman, 3 clear rope lights, 7 LED frosted lights, 2 pathway bulbs and 2 snowflakes. As a result, the purchase from Wal Mart is included in **Exhibit B** as an improper disbursement.

Vendors Associated with Mike McKinnon - During our review of disbursements from the Department, we identified several disbursements to certain vendors which were determined to be owned and operated by Mr. McKinnon. During the interview with a DCI agent, Mr. McKinnon stated Dalmatian Safety, Progressive Training dba Dalmatian Safety, DS Safety and D & S Emergency Equipment were his businesses. Mr. McKinnon also stated the individual businesses were operated as a single entity with only the name changing. According to City staff members we spoke with, they were not aware Mr. McKinnon owned these businesses.

Because Mr. McKinnon could authorize disbursements of Department funds to his businesses as he would other vendors, we reviewed each of the payments in detail. We also obtained bank statements for Dalmatian Safety and determined payments to DS Safety and D & S Emergency Equipment were also deposited to the bank account held in Dalmatian Safety's name.

When Mr. McKinnon was interviewed by a DCI agent, he stated he would not be able to provide documentation showing purchase of the materials or services sold by the businesses. Each payment is discussed in detail in the following paragraphs.

- (a) **Dalmatian Safety** - Based on our review of Dalmatian Safety's bank statements, payments were made to the vendor by the City, the Crawford County EMS Association and the Denison Volunteer Fire Department (an organization established by the volunteers rather than by the City.) The payments are listed in **Exhibit C**. The payments are discussed in detail in the following paragraphs.

City of Denison - As illustrated by **Exhibit C**, the City paid \$7,156.00 to Dalmatian Safety in January 2006. According to a purchase order prepared and submitted by Mr. McKinnon, Department funds were used to purchase 200 smoke detectors, 2,000 batteries, 200 fire extinguishers and 1,000 handouts. An additional 1,000 smoke alarms and batteries were purchased from Dalmatian Safety with \$4,220.00 of Department funds in August 2006.

Mr. McKinnon prepared purchase orders for the payments which were supported by invoices from Dalmatian Safety. The purchase orders include requests the checks not be mailed. Instead, Mr. McKinnon picked up the checks. According to the City employee responsible for paying vendors, she understood Mr. McKinnon was going to deliver the payment to the vendor and she was unaware he owned the business.

According to Mr. Zenk and Mr. Schrum, the Department periodically purchased smoke detectors and fire extinguishers to distribute to area residents. Mr. McKinnon also said smoke detectors and fire extinguishers were distributed during the first full week of each October, which corresponds to Fire Prevention week. Because the Department distributed smoke detectors and fire extinguishers each fall and we did not identify purchases from other vendors in 2006, the items purchased from Dalmatian Safety are classified as reasonable in **Exhibit C**.

As illustrated by **Exhibit C**, the only other payment from the Department to Dalmatian Safety was for \$675.00. The payment for the October 30, 2007 invoice was described as a payment for the Texas A&M Fire School. Texas Engineering Extension Service, a member of the Texas A&M University System, sponsors a Municipal Fire School each July. According to Mr. Schrum, he and Mr. McKinnon attended the fire school in Texas in 2008 and a group of Department members attended in 2009. However, he is not aware of anyone who attended the fire school in 2007.

During the interview with a DCI agent, Mr. McKinnon stated he and 4 members of the Department attended the fire school in 2007. He also stated he purchased 4 registrations during an auction held at an event sponsored by the National Volunteer Fire Council in Washington D.C. in March of 2007. According to Mr. McKinnon, the price paid at the auction for the 4 registrations was at a significant savings because registrations typically cost approximately \$600.00 per person.

The \$675.00 invoice submitted to the City by Mr. McKinnon shows the City paid Dalmatian Safety for 4 registrations. However, Mr. McKinnon stated the invoice should have reflected the cost was for only 2 registrations because Dalmatian Safety paid for the remaining 2 registrations rather than charging the City for the cost. Mr. McKinnon also stated he was not required to pay a registration fee for the fire school in Texas because he attended as an instructor.

We could not locate any documentation the City paid for travel expenses for anyone to attend the 2007 fire school. This is consistent with the information provided by Mr. Schrum. We were also able to confirm Mr. Schrum's statements regarding the number of Department members who attended the 2008 and 2009 fire schools by reviewing the associated costs paid by the City.

Because we were unable to locate any costs associated with the 2007 fire school and, based on information from Mr. Schrum, we have included the \$675.00 payment to Dalmatian Safety as an improper disbursement in **Exhibit C**.

We also identified differences between the invoices from Dalmatian Safety. The invoice dated December 5, 2005 includes a header displaying the company name and address. The invoices dated July 31, 2006 and October 30, 2007 include the company name, address, motto and a picture of a Dalmatian. Of the 3 invoices, 2 include the City's tax identification number. Copies of the invoices are included in **Appendix 11**.

Crawford County EMS Association - The Crawford County EMS Association (Association) is a non-profit corporation established in accordance with Chapter 504 of the *Code of Iowa*. The purpose of the Association is to provide education and training for persons in emergency medical services and to promote the public acquisition of life-saving skills. Because, as the Fire Chief, Mr. McKinnon was involved in administering the grants received by the Association and the Association made payments to businesses owned by Mr. McKinnon, we reviewed the Association's financial records and payments for propriety.

As illustrated by **Exhibit C**, 8 payments were issued to Dalmatian Safety and 1 was issued to Mr. McKinnon by the Association. According to the President of the Association, it was convenient to have the Fire Chief, Mr. McKinnon, handle the Association's bills and keep the checkbook. However, checks issued from the Association account were to be signed by the President and reviewed and countersigned or initialed by the Secretary of the Association. Mr. McKinnon was not authorized to sign checks issued from the Association's checking account.

The President of the Association also stated he signed blank checks to "make it easier for the Fire Chief." However, the blank checks would not have included the Secretary's signature or initials. We asked the President to review the signature on the checks issued to Dalmatian Safety and Mr. McKinnon. According to the President, he did not sign the \$679.40 check issued to Dalmatian Safety on March 21, 2008. The Secretary also said he did not initial this check. As a result, the \$679.40 check is classified as an improper disbursement in **Exhibit C**.

In addition, the Secretary stated he did not countersign or initial any checks issued from the Association's checking account after the fall of 2007. At our request, he reviewed images of the checks issued to Dalmatian Safety and Mr. McKinnon. He stated the initials appearing on the checks issued in May 2009 and June 2009 were not his. As a result, the 2 checks, which total \$2,699.20, are classified as improper disbursements in **Exhibit C**.

None of the 9 payments were supported by an invoice. The President sent an e-mail to Mr. McKinnon on April 13, 2010 requesting invoices, class rosters, locations of classes and any other related information related to the payments. Mr. McKinnon did not reply to the request.

According to the Secretary, he thought Dalmatian Safety sold fire and medical supplies and backboards may have been purchased from the vendor. Several backboards were located at the City's storage building.

Because the disbursements are not supported by appropriate documentation, we are unable to determine what, if anything, was purchased by the Association from Dalmatian Safety. During the interview with a DCI agent, Mr. McKinnon stated the Association paid Dalmatian Safety for training related to CPR recertification and renewal of paramedic licenses. According to Mr. McKinnon, the records related to the training had been located in the Fire Chief's office at the time of his departure. We were unable to locate the records.

According to Mr. McKinnon, Dalmatian Safety had a number of instructors who were paid from Dalmatian Safety funds. Mr. McKinnon also stated they had more flexibility because the training was not “run through the City”. It is unclear what additional flexibility this type of arrangement would have provided.

We spoke with 2 of the volunteer firefighters whom Mr. McKinnon identified as instructors for Dalmatian Safety. The first firefighter stated he helped Mr. McKinnon with CPR training provided to the Department in 2008 but he was not compensated for his work. The other firefighter indicated he helped Mr. McKinnon with CPR training provided to the Department and other entities, but he was compensated only for training provided to other entities.

Documentation was not available to support the payments made to Dalmatian Safety for training and we received information which contradicted the explanations provided by Mr. McKinnon. In addition, we identified problems with other payments made to vendors associated with Mr. McKinnon. As a result, the remaining 6 payments to Dalmatian Safety which total \$11,151.61 are classified as improper disbursements in **Exhibit C**.

Denison Volunteer Fire Department - As previously stated, the Denison Volunteer Fire Department is an organization established by the volunteers of the Department rather than by the City. **Exhibit C** illustrates the organization issued a \$12,000.00 check to “Progressive Training/dba Dalmatian Safety” on September 28, 2006. The memo portion of the check states “Training & Equipment Federal Grant.” The check was countersigned by Mr. McKinnon. Representatives of the organization were unable to provide documentation to support the payment.

On November 7, 2006, the City issued a \$12,000.00 check to reimburse the organization for the payment. The reimbursement was supported by a purchase order dated October 30, 2006 prepared by Mr. McKinnon which included the description “Reimburse for Confined space training and equipment purchased for Federal Grant.” Attached to the purchase order is a handwritten statement “Reimburse Fire Department/Paid out of Association funds due to timeline” and an invoice which appeared to be from Progressive Training. The address shown for the vendor on the invoice was PO Box 87621 in West Des Moines, Iowa. We confirmed with the Post Office in West Des Moines that box number does not exist. Copies of the purchase order and supporting documentation are included in **Appendix 12**.

As illustrated by the **Appendix**, the invoice does not include a phone number and is the same style as the invoice from Dalmatian Safety, a copy of which is included in **Appendix 11**. As illustrated by the **Appendices**, the tax identification number on the invoice from Progressive Training is the same as the tax identification number shown on the invoice from Dalmatian Safety.

Also attached to the purchase order was a copy of the check issued by the Denison Volunteer Fire Department. As illustrated by **Appendix 12**, the image of the check attached to the purchase order includes only the name “Progressive Training” as the payee. **Appendix 13** includes a copy of the check as it appeared when it was presented to the bank for deposit. As illustrated by the **Appendix**, “/dba Dalmatian Safety” had been added to the check before it was deposited to Dalmatian Safety’s account on November 13, 2006.

Because the check was changed to add Dalmatian Safety’s name and deposited to Dalmatian Safety’s account, it is unclear why the check was issued to Progressive Training and why an invoice from Progressive Training was submitted to the City. We did not identify any other payments to Progressive Training during our investigation.

During the interview with a DCI agent, Mr. McKinnon stated the \$12,000.00 payment from the City was composed of grant funds received by the City which were to be used for specialized training and equipment. He also stated a representative from Progressive Rescue, an organization located in the Des Moines area, traveled to Denison to provide confined space awareness training. In addition, some members of the Department traveled to Fort Dodge to be certified for confined space entry. We were unable to locate any business by the name of Progressive Rescue or Progressive Training in the Des Moines area. In addition, we spoke with the 2 volunteer firefighters Mr. McKinnon stated traveled to Fort Dodge for confined space training. Neither of the volunteers attended training in Fort Dodge as stated by Mr. McKinnon.

It does not appear the invoice from Progressive Training is legitimate. The invoice from the vendor included the same tax identification number as an invoice from Dalmatian Safety. As previously stated, the tax identification number actually belongs to the City. In addition, the invoices were the same style and the post office box listed for the vendor does not exist.

Near the conclusion of the interview with the DCI agent, Mr. McKinnon stated he was willing to repay the \$12,000.00 "to make it go away." The \$12,000.00 payment is classified as an improper disbursement in **Exhibit C**.

Additional Information - As illustrated by the purchase order prepared by Mr. McKinnon and included in **Appendix 12**, the City reimbursed the Denison Volunteer Fire Department \$12,000.00 for "confined space training and equipment purchased for Federal Grant." Of this amount, \$8,500.00 was for confined space training, \$1,750.00 was for an entry kit, which included a tripod, safety harnesses and a winch, and \$1,750.00 was for certifications. A copy of an e-mail sent by Mr. McKinnon to Mr. Flanagan on February 19, 2010 is included in **Appendix 4**. The e-mail was in response to the February 17, 2010 e-mail included in **Appendix 1**.

The e-mail included a list of 15 items for which Mr. McKinnon stated, "you will not find an invoice or purchase order for because I purchased them using Dalmatian Safety Funds". However, as discussed in the preceding paragraphs, the City reimbursed the Denison Volunteer Fire Department for a payment to Progressive Training for the confined space training, safety harnesses, a winch and a tripod. In addition, the City paid Dalmatian Safety for registration for a fire school in Texas for 4 individuals.

According to Mr. McKinnon, the items listed totaled about \$19,600.00. The items listed in the e-mail include:

- 1,000 ft. spool of rescue rope
- Props and DVDs for fire prevention
- Confined space training
- 1 Water rescue suit
- AED and AED Trainer
- Qty dive weights
- 2 CPR manikins
- Digital temperature monitor
- Several carabiners
- Automatic nozzle
- 2 Rope rescue harness
- SCBA
- Winch for tripod
- Repeater
- 4 tuitions to Texas A&M Fire School

We are unable to determine if Dalmatian Safety paid for the items listed by Mr. McKinnon or the amount paid, if any. However, as stated previously, we determined the City did pay for at least a portion of the items, contrary to Mr. McKinnon's statements.

Section 362.5 of the *Code of Iowa* states, in part, “A city officer or employee shall not have an interest, direct or indirect, in any contract or job of work or material or the profits thereof or services to be furnished or performed for the officer’s or employee’s city.” An exception to this section is provided if a contract is awarded after written competitive bids were publically invited and opened. As a City employee, Mr. McKinnon should have disclosed he owned Dalmatian Safety and all materials, training and work performed should have been competitively bid before a contract was awarded to Dalmatian Safety. According to discussions with City staff members we spoke with, they were not aware Mr. McKinnon owned Dalmatian Safety.

- (b) **D & S Emergency Equipment/DS Safety** - As previously stated, during the interview with a DCI agent, Mr. McKinnon stated D & S Emergency Equipment and DS Safety were the same business. When we reviewed the bank accounts held by Mr. McKinnon and bank accounts for the businesses he owned, we also determined payments to D & S Emergency Equipment and DS Safety were deposited to a single account established by Mr. McKinnon for his businesses.

We identified 3 payments by the City to D & S Emergency Equipment and 2 payments to DS Safety by the Crawford County EMS Association. **Exhibit D** lists the payments and they are discussed in detail in the following paragraphs.

City of Denison - As illustrated by **Exhibit D**, the 3 payments to D & S Emergency Equipment were described in the check memo as truck repairs. According to the purchase orders prepared and approved by Mr. McKinnon, repairs were made to the Department’s aerial truck.

We reviewed all payments by the City for aerial truck repairs and identified an invoice from Clarey’s Safety Equipment which was paid in December 2009. According to the invoice, a number of repairs related to the ladder were made. We discussed the invoice with the technician who performed the repairs. He stated the work completed in November 2009 spanned several months due to required troubleshooting and the replacement of 2 parts before the problems were resolved.

The technician stated he contacted the manufacturer about the problems the Department was experiencing with the aerial device and the manufacturer believed the transducer was the cause of the problems. The transducer was replaced by the technician with the assistance of 2 or 3 firefighters. However, after the transducer was replaced, tests run on the aerial device failed, indicating not all problems were solved. According to the technician, he returned a few weeks after his initial visit to install a replacement swivel the Department had purchased from another company. The replacement of the swivel resolved the problems with the aerial device. We confirmed the City paid a separate vendor for the swivel.

Copies of the purchase orders and invoices for the 3 payments to D & S Emergency Equipment are included in **Appendix 14**. During our review of the 3 purchase orders and invoices, we identified the concerns described in the following paragraphs. The following paragraphs also include a description of each payment.

- The invoices document they were prepared by Tom Smeal or “TS.” We contacted Mr. Smeal, who is employed by Smeal Fire Apparatus, a vendor with a Nebraska facility which serves a large number of local fire departments in the Midwest. According to Mr. Smeal, Smeal Fire Apparatus sells and repairs fire equipment, including aerial trucks.

Mr. Smeal stated he may have given verbal quotes for some of the work D & S Emergency Equipment billed to the City. However, he searched his files for written quotes provided to the City, but did not find any. After reviewing the D & S

Emergency Equipment invoices, he confirmed Smeal Fire Apparatus did not perform any of the work listed on the invoices. As a result, he was unable to explain why his name would have appeared on the invoices. He had no affiliation with D & S Emergency Equipment.

During the interview with a DCI agent, Mr. McKinnon was asked why Mr. Smeal's name was on the invoices sent to the City by his company. Mr. McKinnon was unable to provide an explanation of why Mr. Smeal's name was on the invoices. However, he stated he frequently contacted Mr. Smeal to troubleshoot concerns regarding the aerial truck's operation.

- The 1st document is formatted differently than the 2nd and 3rd documents. In addition, the 1st document does not include the vendor's slogan below its name and the document is labeled as a Quote/Order Form. The remaining 2 documents are labeled as an Equipment & Service Invoice. The 1st document received by the City did not include the vendor's address. The vendor's address shown on the 2nd and 3rd documents received was a post office box in Des Moines. However, a DCI agent determined the Des Moines Post Office does not have a box with that number.

When Mr. McKinnon was asked about the post office box addresses during the interview with a DCI agent, he stated he didn't know how the address got on the documents issued by the companies he owned. Mr. McKinnon also stated the post office box address should not have been on the documents.

- The purchase order for 2 of the 3 payments specifies the checks were to be held or provided to Mr. McKinnon. The purchase order for the 3rd payment does not include instructions to hold the payment. However, because the address shown on the invoice was not valid, the payment would have been returned to the City had it been mailed. We confirmed the 3 payments were deposited to the bank account Mr. McKinnon established for his businesses.

When Mr. McKinnon was asked about this during the interview with a DCI agent, he stated this was done to save postage costs. As stated previously, according to the City employee responsible for paying vendors, she understood Mr. McKinnon was going to deliver the payment to the vendor and she was unaware he owned the business.

- The 3 purchase orders prepared by Mr. McKinnon included 3 different vendor names even though all the invoices were from D & S Emergency Equipment. The vendor names listed on the purchase orders by Mr. McKinnon included D & S Emergency Equipment, D & S Safety Equipment and D & S Safety.
- Based on the invoice for the \$8,950.00 payment made on March 3, 2009, a load minder dual sensor system, wiring harness and hydraulic pump circuit board and relay were purchased and installed on a Department truck. In addition, trouble shooting was provided on the aerial device and \$500.00 of travel costs were incurred.

During the interview with a DCI agent, Mr. McKinnon confirmed the work on the aerial truck was performed by an individual employed by a company in Des Moines who also provided freelance repair services. Mr. McKinnon was not able to provide the name of the individual he hired to perform the work. However, he stated several times during the interview he paid the individual \$3,450.00 in cash for travel costs and installing the load minder system and hydraulic circuit system. We did not identify any cash withdrawals of approximately this amount from the bank account Mr. McKinnon established for his businesses or his personal bank account around the time of this invoice.

During the interview, Mr. McKinnon stated he purchased the wiring harness and circuit board from Class 1, a vendor located in Florida. However, we confirmed with a representative of Class 1 that D & S Emergency Equipment does not have an account with them. Mr. McKinnon also stated he purchased the load minder from “someone out East” who had a used Smeal truck. He was not able to provide any additional information about the purchase. Mr. McKinnon also stated the purchases would have been paid with his PayPal account or a credit card. As a result, the purchases would not be identifiable in the bank statements for the account established for his businesses.

- Based on the invoice for the \$11,725.00 payment made on October 20, 2009, a harness for the intercom system, a transducer and a transducer modification were purchased and installed on the aerial truck. Additional costs were incurred for troubleshooting the intercom device and removing it to send to the manufacturer. The invoice also includes a notation “The entire swivel device made by Hydromotion does need to be replaced.”

During the interview with a DCI agent, Mr. McKinnon stated the work on the aerial truck was performed by the same individual from Des Moines for whom he was unable to provide a name. He stated he also paid the individual \$4,150.00 in cash for the services shown on the invoice. We did not identify any cash withdrawals of approximately this amount from the bank account Mr. McKinnon established for his businesses or his personal bank account around the time of this invoice.

During the interview, Mr. McKinnon stated he purchased a new transducer from an on-line used truck dealer. Mr. McKinnon also stated the individual he hired from Des Moines to install the transducer told him the transducer and the swivel weren’t working properly. As a result, a second specialized transducer was made by a company Mr. McKinnon did not specify. However, he stated the original transducer was accepted for credit by a representative of Clarey’s Safety Equipment.

We asked the technician from Clarey’s Safety Equipment who handled Mr. McKinnon’s account about the replacement of the transducer. The technician stated the transducer he replaced in the fall of 2009 was the original transducer on the aerial truck. He also stated the cost of a transducer is \$400.00 to \$500.00, not the \$4,880.00 billed by D & S Emergency Equipment. He also stated he had disposed of the transducer removed from the truck and no credit for it was provided to the City.

- Based on the invoice for the \$6,455.00 payment made on December 22, 2009, work done on the aerial truck included NFPA (National Fire Protection Association) certified welding for the aerial apparatus, assembly and disassembly, welding time, inspections and testing, removal and rebuilding of a valve and a valve kit. The invoice also included \$503.50 of mileage and a \$250.00 overnight charge. However, the \$250.00 overnight charge was not included in the \$6,455.00 total shown on the invoice and the amount paid by the City.

During the interview with a DCI agent, Mr. McKinnon stated the work on the aerial truck was performed by a freelance worker from Minnesota for whom he was unable to provide a name. He stated he paid the individual in cash for the services shown on the invoice. We did not identify any cash withdrawals of approximately this amount from the bank account Mr. McKinnon established for his businesses or from Mr. McKinnon’s personal bank account around the time of this invoice.

During the interview, Mr. McKinnon confirmed the aerial truck was welded in certain locations by the individual he paid. However, according to information obtained by the DCI, the current Fire Chief asked officials who inspected the aerial truck on October 12, 2010 how the “re-welds were holding up.” According to the information provided to the DCI, the inspectors asked “What re-welds, all the welds on the truck are factory.”

When presented with this information during the interview with a DCI agent, Mr. McKinnon stated he’d have to be responsible for the payment made to have the welding done if he hadn’t properly overseen the work performed. Mr. McKinnon went on to state the valve work included in the invoice was performed. The valve work totaled \$451.50 of the \$6,455.00 invoice.

Because of the concerns identified with each of the 3 payments from the City to D & S Emergency Equipment, each payment is classified as an improper disbursement in **Exhibit D**.

Crawford County EMS Association - **Exhibit D** includes 2 payments from the Crawford County EMS Association (Association) which total \$8,751.00. The memo lines for the checks indicate the payments were for training and exercises. We discussed the checks with 2 members of the Association.

As previously stated, according to the President of the Association, it was convenient to have the Fire Chief, Mr. McKinnon, handle the Association’s bills and keep the checkbook. However, checks issued from the Association’s checking account were to be signed by the President and reviewed and countersigned or initialed by the Secretary of the Association. Mr. McKinnon was not authorized to sign checks issued from the Association’s checking account.

The President also stated he signed blank checks to “make it easier for the Fire Chief.” However, the blank checks would not have included the Secretary’s signature or initials. We reviewed images of the checks with the Association’s Secretary who was to countersign or initial checks issued from the Association’s checking account. The Secretary stated he did not sign or initial either of the checks included in **Exhibit D** even though his name appears on 1 check and his initials appear on the other.

While the memo portions of the checks indicate the payments were for training and exercises, the Association did not have an invoice or other documentation to support the payments. However, in response to a request from the President of the Association, Mr. McKinnon sent an e-mail on March 27, 2010 which included an attached document labeled “INVOICE” for the \$7,500.00 payment. The e-mail response and invoice are included in **Appendix 15**. As illustrated by the **Appendix**, the invoice totaled \$7,509.16. It is not clear why the amount of the invoice is greater than the amount of the related payment.

During the interview with a DCI agent, Mr. McKinnon stated the \$7,500.00 was not a part of the normal training funds received by the Association from the Iowa Department of Public Health (IDPH). He also stated there were no strings attached to the funds and the special grant was used to pay for training. We obtained a copy of a grant agreement from IDPH for a \$7,500.00 EMS Disaster Preparedness federal grant. According to the grant agreement, the funds were to be used for planning, participation and implementation of a functional or a full-scale exercise or a non-planned actual event.

We showed the invoice to an IDPH representative to determine if the training and equipment specified were allowable costs for the grant. The representative stated the CPR classes, instructor renewal classes and health care provider classes are common classes which IDPH covers with its state grants for EMS training. However, the costs would not be allowable for the \$7,500.00 EMS Disaster Preparedness federal grant.

According to IDPH representatives, the \$7,500 EMS Disaster Preparedness federal grant was to be used only for costs associated with exercises related to mass casualty incidents. IDPH also provided a State of Iowa Exercise Reporting Form prepared by Mr. McKinnon. A copy of the form is included in **Appendix 16**.

As illustrated by the **Appendix**, Mr. McKinnon listed 10 organizations which were to have participated in a county mass casualty exercise on June 9, 2009, including 6 fire departments, 2 Emergency Management Agencies, a local hospital and the Crawford County Sheriff's Office. The Reporting Form also described the exercise, which included evacuation procedures related to a nuclear power plant catastrophic failure and a bridge explosion which led to a multi-vehicle collision, train derailment and multiple personal injuries. The form also includes improvement actions which include only Denison Fire Department Instructors, the Denison Fire Chief and the Crawford County EMS Training Committee. Mr. McKinnon was primarily responsible for each of these organizations. No other participating organizations were listed as needing any improvement actions.

We spoke with the Crawford County Sheriff. He stated his office did not participate in the June 2009 exercise described in the Reporting Form prepared by Mr. McKinnon. The Emergency Management Association Director for Crawford County also stated his office did not participate in the June 2009 exercise.

We also spoke with City officials regarding the events described in the Reporting Form. The City officials recalled an exercise held by the Fire Department at the local high school during the summer of 2009. However, based on an article appearing in the August 4, 2009 edition of the Denison Bulletin, the event described by the City officials was held in July 2009 and did not involve a number of the agencies listed in the Reporting Form. The event in July also was limited to procedures to be performed at the reception center. It did not include a bridge explosion, train derailment, multi-vehicle accident or river rescue.

On April 13, 2010, the Association President sent an e-mail to Mr. McKinnon requesting an invoice for the \$1,071.00 payment. He also requested class rosters, locations of classes and any other related information related to the payments. Mr. McKinnon did not reply to the request.

The \$8,571.00 paid by the Association to DS Safety is classified as improper disbursements in **Exhibit D**.

Additional Information - As stated previously, section 362.5 of the *Code of Iowa* states, in part, "A city officer or employee shall not have an interest, direct or indirect, in any contract or job of work or material or the profits thereof or services to be furnished or performed for the officer's or employee's city." An exception to this section is provided if a contract is awarded after written competitive bids were publically invited and opened. As a City employee, Mr. McKinnon should have disclosed he owned D & S Emergency Equipment and all materials, training and work performed should have been competitively bid before a contract was awarded to D & S Emergency Equipment. According to discussions with City staff members we spoke with, they were unaware Mr. McKinnon owned D & S Emergency Equipment.

Travel Reimbursements - Mr. McKinnon was involved in both the Iowa Fireman's Association (IFA) and the Fire Service Training Bureau (FSTB). Mr. McKinnon received reimbursements from the City, IFA and FSTB for meals, hotels, mileage and other travel expenses. These reimbursements are discussed in detail in the following paragraphs.

- (a) **City of Denison** – As previously stated, on April 25, 2009, \$164.75 was charged on the City's credit card at Granite City Food & Brewery in Indianapolis, Indiana. In addition to 4 meals, the receipt showed \$18.90 of alcohol and concert tickets were purchased. Mr. McKinnon signed the purchase order related to the receipt. The cost of the alcohol and concert tickets is classified as improper disbursements in **Exhibit B**.

In addition to the payment made by the City for the costs incurred on the credit card, Mr. McKinnon submitted the cost of the meal for reimbursement. On May 12, 2009, Mr. McKinnon prepared a purchase order for reimbursement of "expenses at FDIC." On the itemized receipt Mr. McKinnon attached to the purchase order, he deducted the \$18.90 cost of the alcohol and concert tickets. The receipt also included a \$21.49 tip for the server. However, Mr. McKinnon received reimbursement for the remaining \$124.36. Because the City already paid this cost on the credit card, Mr. McKinnon should not have submitted the purchase order for a reimbursement.

During the interview with a DCI agent, Mr. McKinnon stated the duplicate request was an oversight. The \$124.36 paid to Mr. McKinnon is included in **Exhibit A** as an improper disbursement.

- (b) **Fire Service Training Bureau** - Mr. McKinnon attended and presented training at several FSTB events located in Ames between November 2006 and September 2010. Occasionally, he also provided training on site at various Fire Departments located around the state. Mr. McKinnon was paid \$696.20 by FSTB for reimbursement of mileage and \$4,410.00 in wages for presenting training.

According to a representative from the FSTB, instructors are paid through Iowa State University. They are paid \$20.00 per hour of class time. The instructor is not paid for preparation time or travel time to and from the training site. The instructor must submit a timesheet in order to be paid for class time. If the instructor claims a meal, a receipt is required and must meet criteria for reimbursement established by Iowa State University.

On 2 occasions, Mr. McKinnon submitted mileage reimbursements to both IFA and FSTB for the same event.

- Mr. McKinnon reported he traveled to the Whiting Fire Department on February 16, 2009. He reported he traveled 104 miles at a cost of \$40.56 to FSTB and he reported he traveled 106 miles at a cost of \$42.40 to IFA.
- Mr. McKinnon reported he traveled to the Templeton Fire Department on March 3, 2009. He reported he traveled 60 miles at a cost of \$23.40 to FSTB and he reported he traveled 62 miles at a cost of \$24.80 to IFA.

Based on documentation obtained from FSTB, it appears Mr. McKinnon taught classes for FSTB on these dates and any related mileage costs should have been paid by FSTB. It appears Mr. McKinnon should not have included the mileage in the claims he submitted to IFA. As a result, \$67.20 is an improper disbursement for IFA. However, since the amount was not paid by the City, the Crawford County EMS Association or the Denison Volunteer Fire Department, the amount is excluded from **Exhibit A**.

If Mr. McKinnon drove a City vehicle to the locations where he taught FSTB classes, any subsequent mileage reimbursements should have been remitted to the City. Because we are unable to determine if Mr. McKinnon used a City vehicle to travel to the locations for which FSTB reimbursed mileage to Mr. McKinnon, we are unable to determine if the mileage reimbursements should have been remitted to the City.

- (c) **Iowa Fireman's Association** - A total of \$15,629.13 was paid to Mr. McKinnon from IFA between April 15, 2007 and December 31, 2009. **Exhibit E** lists each payment. Of the \$15,629.13 of payments, \$12,852.68 was reimbursed to Mr. McKinnon for lodging and travel costs, including \$5,950.40 for mileage.

Mileage - In an e-mail to Mr. Schrum dated February 17, 2010, Mr. McKinnon states the former City Manager and the former Mayor told him attending IFA events was part of his duties as Fire Chief and he was representing the City of Denison and the Fire Department. He was told to attend all events and use the City vehicle whenever possible and he would not be required to take vacation or personal time off. A copy of the e-mail is included in **Appendix 17**. As illustrated by the **Appendix**, it appears the e-mail is in response to an earlier discussion. However, we were unable to determine the content of the earlier discussion.

An e-mail sent to the Auditor of State on March 28, 2010 refers to the mileage expense reimbursements that are "currently being investigated." A copy of the e-mail is included in **Appendix 18**. As he stated in the February 17, 2010 e-mail, Mr. McKinnon stated IFA reimbursed him for mileage. He also stated the former City Manager and the former Mayor gave him permission to use the City vehicle for all events where he would represent the City. Mr. McKinnon stated he told the former City Manager he would receive mileage reimbursements from IFA and use the reimbursements for oil changes and fuel costs for the Chief's vehicle and other equipment for the Department. However, he also stated he started using his own vehicle to travel to IFA events during his last 3 years at the City.

Mr. Flanagan was unable to confirm any vehicle requirements related to mileage reimbursements claimed by Mr. McKinnon. When we reviewed Mr. McKinnon's IFA travel reimbursement claims, we determined Mr. McKinnon did not distinguish between using the Department's vehicle and his personal vehicle. Because he did not state in the February 17, 2010 e-mail he used his personal vehicle and this explanation was only provided after he was aware the Office of Auditor of State was reviewing his travel reimbursement claims, it appears unlikely Mr. McKinnon actually used his personal vehicle. Because it appears Mr. McKinnon used the City's vehicle to travel to IFA events, the amount he was reimbursed by IFA for mileage should have been reimbursed to the City. As a result, the \$5,950.40, less the \$67.20 previously discussed in the FTSB section, are improper disbursements. The net amount of \$5,883.20 of improper disbursements is included in **Exhibit A**.

Appendix 18 also includes allegations the EMA coordinator and others kept equipment at their home and used it for personal purposes. In the e-mail, Mr. McKinnon also insinuated payments were improperly made for 911 sign repair and replacement. We inquired about the specific allegations and searched for payments related to the 911 sign repair and replacement. We did not identify any payments. We also obtained reasonable explanations for the other allegations. As a result, we determined additional procedures were not necessary.

Lodging - We identified 3 instances where Mr. McKinnon received expense reimbursements from IFA totaling \$410.06 for lodging costs which he charged to the City's credit card. The 3 instances are summarized in **Table 7**.

Table 7

Description	Amount	Date of City's Purchase Order	Date of IFA Claim
03/23/07 – 03/24/07 at Holiday Inn Downtown in Sioux City for Fire School	\$ 145.50	03/26/07	04/22/07
04/20/07 – 04/21/07 at Holiday Inn in Dubuque for IFA meeting	154.56	04/23/07	04/22/07
03/11/08 – 03/12/08 at Quality Inn & Suites Event Center in Des Moines	110.00	03/26/08	03/16/08
Total	<u>\$ 410.06</u>		

During the interview with a DCI agent, Mr. McKinnon stated he must have provided the wrong receipt to IFA. Because the City incurred the cost of the lodging summarized in the **Table**, the reimbursements received by Mr. McKinnon should have been provided to the City. Because the City should not have incurred these lodging costs, the \$410.06 is included in **Exhibit A** as improper disbursements for the City.

In addition to the 3 instances listed in **Table 7**, we identified the following concern regarding lodging costs reimbursed to Mr. McKinnon by IFA for an event held at the Arrowwood Resort and Conference Center in Okoboji in April 2009.

On June 15, 2009, Mr. McKinnon submitted a hotel guest folio from Arrowwood Resort and Conference Center for reimbursement from IFA. A copy of the folio is included in **Appendix 19**. As illustrated by the **Appendix**, it includes 3 nights lodging at \$189.00 plus tax each night. It also includes charges at a restaurant at the resort and water park passes. The folio does not include a total and the bottom portion of the folio had been cut off. However, it includes a manual notation by Mr. McKinnon which states "Reimburse for 3 nights at regular room rate \$89.00 + 8.90 = 97.90." IFA reimbursed Mr. McKinnon \$293.70 for the 3 nights he claimed.

During our review of supporting documentation for purchases made with the City's credit card, we found the original folio in the City's records. A copy of the folio obtained from the City is included in **Appendix 20**. As illustrated by the **Appendix**, the bottom portion was not removed from the document located in the City's records. The **Appendix** illustrates the bottom portion of the folio includes a room adjustment posted to the account for \$567.00 plus state and hotel tax of \$28.35 for each of the 3 nights, for a total credit adjustment of \$623.70.

We spoke with a representative of Arrowwood Resort and Conference Center, who informed us the room adjustment was noted as "comp" or complimentary in their system. The charges were reversed and no payment was required. Because Mr. McKinnon did not incur lodging costs, he should not have claimed and received \$293.70 from IFA. As a result, the \$293.70 is an improper disbursement by IFA. However, since the amount was not paid by the City, the Crawford County EMS Association or the Denison Volunteer Fire Department, the amount is excluded from **Exhibit A**.

The charges incurred on the City's credit card for \$45.00 of water park passes and \$96.10 of restaurant charges are included as improper and unsupported purchases, respectively, in **Exhibit B**.

We also identified an overpayment of \$60.00 made by IFA to Mr. McKinnon related to an IFA expense claim dated September 28, 2008. Mr. McKinnon claimed and was reimbursed lodging costs of \$660.66, but the hotel receipt totaled \$600.66. The \$60.00 overpayment by IFA is an improper disbursement. However, since the amount was not paid by the City, the Crawford County EMS Association or the Denison Volunteer Fire Department, the amount is excluded from **Exhibit A**.

Communications Stipend – IFA also provided Mr. McKinnon a monthly stipend of \$45.00 for communication costs. He received a total of \$1,575.00 for the period April 15, 2007 through December 31, 2009. IFA personnel we spoke with stated the stipend was for cell phone and internet costs. Mr. McKinnon was provided a cell phone and internet service by the City, but he also had a personal cell phone. Because we were unable to determine if Mr. McKinnon used the City's or his personal communication devices for IFA business, we did not include the \$1,575.00 paid by IFA to Mr. McKinnon for communication costs in **Table 7**.

Miscellaneous Expenses – IFA also reimbursed Mr. McKinnon \$1,201.45 for miscellaneous expenses, including conference registrations, supplies and meals. We compared these expenses to purchases made with the City's credit card and did not identify any duplicate charges. As a result, the \$1,201.45 is not included in **Table 7**.

ADDITIONAL FINDINGS

During our review, we identified the following disbursements which do not appear to meet the test of public purpose as defined in an Attorney General's opinion dated April 25, 1979. According to the Opinion, it is possible for certain expenditures to meet the test of serving a public purpose under certain circumstances, although such items will certainly be subject to a deserved close scrutiny. The line to be drawn between a proper and an improper purpose is very thin. The City does not have a written policy regarding allowable expenditures for recognition of service to the City. The charges we identified which may not meet the test of public purpose include:

- **Eagle Engraving** – Based on the City's records, the Department purchased a recognition plaque at a cost of \$273.44 from Eagle Engraving on February 18, 2009. We discussed the purchase with 2 current employees. Both employees stated the plaque was given to a firefighter upon his retirement. While this purchase may meet the test of public purpose, the purpose was not documented.
- **Hy-Vee** – On August 22, 2009, catering was purchased from Hy-Vee for 100 guests in the amount of \$410.05. We discussed the purchase with Mr. Zenk and Mr. Schrum. While Mr. Zenk did not recall any events on August 22, 2009, Mr. Schrum stated the catering was for a reception to celebrate the end of Mr. McKinnon's term as President of the Iowa Firemen's Association. While this purchase may meet the test of public purpose, the purpose was not documented.

Recommended Control Procedures

As part of our investigation, we reviewed the procedures used by the City of Denison for disbursements. An important aspect of internal control is to establish procedures that provide accountability for assets susceptible to loss from error and irregularities. These procedures provide the actions of one individual will act as a check of those of another and provide a level of assurance errors or irregularities will be noted within a reasonable time during the course of normal operations. Based on our findings and observations detailed below, the following recommendations are made to strengthen the City's internal controls.

- (A) Check Distribution – We noted 3 instances where the former Fire Chief prepared Department purchase orders which included written instructions for the person responsible for mailing checks to hold or give the checks to the former Fire Chief. These checks were subsequently given to the former Fire Chief rather than mailing the checks to the vendor.

Recommendation – After signing, all checks should be mailed without allowing them to return to individuals who prepared the purchase order for payment.

- (B) Conflict of Interest – Section 362.5 of the *Code of Iowa* states, "A city officer or employee shall not have an interest, direct or indirect, in any contractor job of work or material or the profits thereof or services to be furnished or performed for the officer's or employee's city. A contract entered into in violation of this section is void." For a city with a population of the City of Denison, this section is not applicable to contracts which do not exceed a cumulative total of \$1,500.00 per fiscal year or contracts established by the City upon receiving competitive bids which are publicly invited and opened.

The City's former Fire Chief, Mike McKinnon, owned and operated businesses to which the City made payments. City officials and employees indicated they were unaware the businesses were owned by Mr. McKinnon.

Recommendation – The City should develop written policies and procedures regarding establishment of contracts with parties who have a relationship with City employees or officials. The City should also require employees and officials to disclose any potential conflicts of interest on an annual basis.

- (C) Supporting Documentation – We identified a number of disbursements for which adequate support was not maintained. Itemized receipts were not always available to support meals charged on the City's credit card or by employees seeking reimbursement. In addition, the City's purchase orders or invoices did not always include the names of the individuals for whom meals, lodging or registration were being provided.

Recommendation – The Department and the City Council should implement procedures requiring adequate supporting documentation be provided in order to determine the goods and services purchased were received. Disbursements should not be approved unless adequate supporting documentation is available.

- (D) Disbursement Approval – The City Council approves disbursements for payment from a listing prepared by the City Clerk. Although invoices are available upon request, City Council members do not routinely review invoices prior to approving disbursements.

Recommendation – Procedures should be implemented by the City Council which ensure invoices are reviewed in some manner by the City Council or designated City Council member(s) to ensure the disbursements are an appropriate use of City funds.

- (E) Equipment Records – The City does not maintain a centralized equipment listing or require an individual not responsible for the equipment to periodically observe all City equipment.

Recommendation – To strengthen controls over City equipment, a detailed equipment listing should be maintained by the City. In addition, an individual not responsible for the equipment should periodically observe all City equipment.

- (F) Public Purpose – We identified certain disbursements we believe may not meet the requirement of public purpose as defined in an Attorney General's Opinion dated April 25, 1979 since the public benefits to be derived have not been clearly documented. According to the opinion, it is possible for such disbursements to meet the test of serving a public purpose under certain circumstances, although such items will certainly be subject to a deserved close scrutiny. The line to be drawn between a proper and an improper purpose is very thin.

During our review of disbursements, we identified \$1,090.75 of credit card charges detailed in **Exhibit B** and the following disbursements which may not meet the test of public purpose.

Paid to	Purpose	Amount
Eagle Engraving	Recognition plaque	\$ 273.44
HyVee	Food catered for open house	410.05

Recommendation – City officials should determine and document the public purpose served by these expenditures before authorizing any further payments. If these practices continue, City officials should establish written policies and procedures for documenting the public purpose served. The policy should address recognition gifts, including when funds may be spent and a maximum allowable amount.

**Report on Special Investigation of the
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Exhibits

Report on Special Investigation of the
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Summary of Findings
For the period July 1, 2005 through March 31, 2010

Description	Exhibit/Table/ Page Number	Amount			
		Improper Disbursements	Unsupported Disbursements	Total	
Payments by the City of Denison:					
Purchases from vendors	Table 1	\$ 12,956.87	-	12,956.87	
Credit card purchases	Exhibit B	5,076.48	8,538.83	13,615.31	
Dalmatian Safety^	Exhibit C	675.00	-	675.00	
Progressive Safety/dba Dalmatian Safety^ #	Page 25	12,000.00	-	12,000.00	
D & S Emergency Equipment^	Exhibit D	27,130.00	-	27,130.00	
Travel reimbursements:					
Paid to Mike McKinnon	Page 31	124.36	-	124.36	
Mileage paid by IFA to Mike McKinnon	Page 33	5,883.20	-	5,883.20	
Lodging costs paid by IFA to Mike McKinnon	Page 33	410.06	-	410.06	
Subtotal		64,255.97	8,538.83	72,794.80	
Payments by the Crawford County EMS Association:					
Dalmatian Safety^	Exhibit C	14,530.21	-	14,530.21	
DS Safety^	Exhibit D	8,571.00	-	8,571.00	
Subtotal		23,101.21	-	23,101.21	
Payments by the Denison Volunteer Fire Department*:					
Progressive Safety/dba Dalmatian Safety^	Exhibit C	12,000.00	-	12,000.00	
Less: City reimbursement	Page 25	(12,000.00)	-	(12,000.00)	
Subtotal		-	-	-	
Total		\$ 87,357.18	8,538.83	95,896.01	

* - The Denison Volunteer Fire Department is an organization established by the volunteers of the Department rather than by the City.

^ - Business owned and operated by Mike McKinnon.

- City reimbursement to the Denison Volunteer Fire Department.

Report on Special Investigation of the
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Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
07/04/04	Wal Mart	Supplies purchased at Wal-Mart	smarties - candy for 4th of July parade	\$ 14.88
08/01/04	Wal Mart	Bottled water purchased @ Wal-Mart	bottled water	21.80
08/23/04	Applebee's Ames	Meal @ Ames for Training Bureau Mtg	<i>unknown</i>	38.00
09/04/04	Wal Mart	Items for rehab trailer purchased at Wal Mart	bed pillows, remainder of receipt is not legible	108.62
10/03/04	Wal Mart	19 TV for Safety House	19 combo	247.00
10/29/04	Dublin Bay	Meal @ Dublin Bay - Ames Bureau- McKinnon	<i>unknown</i>	14.77
12/01/04	ODI* Our Designs	ID badges (collar pins) picture frames	(35) collar pins, (8) picture frames	351.45
01/12/05	Wal Mart	Purchase @ Wal-Mart dry erasers, printer cartridge, video tapes	dry erasers, ink cartridges, video tapes	70.26
03/07/05	Olde Main Brewing Company	Meals @ class	<i>unknown</i>	17.58
03/07/05	Okoboji Grill	Expenses at National Fire Academy Class in Ames for Mike McKinnon	<i>unknown</i>	24.88
03/08/05	El Azteca	Expenses at National Fire Academy Class in Ames for Mike McKinnon	<i>unknown</i>	13.64
03/10/05	Hickory Park Restaurant	Meals @ class	<i>unknown</i>	19.12
03/12/05	Hickory Park Restaurant	Meals @ class	<i>unknown</i>	22.53
03/14/05	El Azteca	Expenses at National Fire Academy Class in Ames for Mike McKinnon	<i>unknown</i>	13.64
03/15/05	Red Lobster	Meals @ class	<i>unknown</i>	21.51
03/16/05	Applebee's	Meals @ class	<i>unknown</i>	18.77
03/16/05	Best Buy	Pen Drive	<i>unknown</i>	117.69

Reasonable	Improper	Unsupported	May not Meet Public Purpose
14.88	-	-	-
21.80	-	-	-
-	2.13	35.87	-
108.62	-	-	-
247.00	-	-	-
-	-	14.77	-
351.45	-	-	-
70.26	-	-	-
-	-	17.58	-
-	-	24.88	-
-	-	13.64	-
-	-	19.12	-
-	-	22.53	-
-	-	13.64	-
-	-	21.51	-
-	-	18.77	-
-	-	117.69	-

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Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
03/19/05	IHOP	Meals at Sioux City Fire School	<i>unknown</i>	26.82
03/20/05	Holiday Inn	Motel Rooms at Sioux City Fire school	2 night stay	134.40
03/20/05	IHOP	Meals at Sioux City Fire School	<i>unknown</i>	38.00
03/20/05	Holiday Inn	Motel Rooms at Sioux City Fire school	2 night stay	134.40
03/20/05	Holiday Inn	Motel Rooms at Sioux City Fire school	2 night stay	125.34
03/23/05	Buzzard Billy's	Meals for 3 FF Buzzard Billys in Des Moines for FF day on Hill	<i>unknown</i>	25.12
03/25/05	NVFC	NVFC Dues	membership	30.00
04/01/05	Amoco	Fuel purchased at Iowa City Meeting 11.068 gallons @ 2.259	fuel	25.00
04/03/05	Quality Inn and Suites	Motel in Iowa city for Mid Year Meeting	2 night stay	154.56
04/12/05	Wal Mart	Purchase at Wal-Mart supplies for Fire Safety House - batteries, cooler	batteries, cooler, 62qt box, extension cords	137.27
04/14/05	Wal Mart	Purchase at Wal-Mart	5 port hub	29.67
04/21/05	Laptops for Less	2 computer batteries purchased online	(2) Batt for Sony Vaio 700	240.90
05/11/05	Wal Mart	USB Cables hub for computer purchased @ Wal-Mart	14 LAN cable, 5 port hub	52.59
05/11/05	Wal Mart	Connector, printer cartridges, tv, vcr for FD upstairs purchased @ Wal-Mart	feed connect, ink cartridge, tv, dvd/vcr, 12ft cable	307.76
05/22/05	Wal Mart	Purchase @ Wal-Mart paper for Adopt FF Graduation	(2) resume paper	12.54
05/31/05	Nametag Source, LLC	Nametags, lanyards	(100) clear vinyl badge holder	226.42

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	26.82	-
134.40	-	-	-
-	-	38.00	-
134.40	-	-	-
125.34	-	-	-
-	-	25.12	-
30.00	-	-	-
25.00	-	-	-
154.56	-	-	-
137.27	-	-	-
29.67	-	-	-
240.90	-	-	-
52.59	-	-	-
307.76	-	-	-
12.54	-	-	-
226.42	-	-	-

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Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
06/14/05	Verizon Wireless	Purchased @ Verizon motorola phone, case, headset	Motorola, case, bluetooth	158.97
06/16/05	Applebee's	Meals at Fire school McKinnon, Schrum	<i>unknown</i>	21.49
06/16/05	El Azteca	Meals at Fire school McKinnon, Schrum	<i>unknown</i>	16.31
06/17/05	Audubon's Restaurant	Meals at Fire school McKinnon, Schrum	<i>unknown</i>	8.51
06/17/05	Wallaby's	Meals at Fire school McKinnon, Schrum	<i>unknown</i>	24.61
06/18/05	Audubon's Restaurant	Meals at Fire school McKinnon, Schrum	<i>unknown</i>	17.01
06/26/05	WeatherTap.com	Annual Weather Tap subscription	WeatherTap renewal	73.95
07/21/05	Wal Mart	Wal Mart purchase hand soap, SCBA cleaner, bottle water	liquid soap, hand towels, baby wipes, water	52.62
07/23/05	Menards	Menards purchase carpet for FSH (<i>Fire Safety House</i>) trailer and wood for shelves	sebring 12 ft cocoa, 3/4" x 23 1/4" x 4' oak	139.72
08/01/05	Our Designs	Phone case, hitch cover purchased @ Our Designs	maltese flip phone case, fire rescue hitch cover	37.85
09/07/05	Wal Mart	Purchase @ Walmart - water, hitchlock, Febreeze	cable, hitch lock, febreeze, water	86.61
09/09/05	Super 8	Motel Room - Merrill @ Chariton	2 night stay	130.28
09/10/05	Chariton Food Shop	Fuel purchase @ Chariton	diesel	53.35
09/19/05	Element	Antivirus for office computer	Norton virus control	49.00
10/27/05	Hickory Park Restaurant	Meals purchased in Ames for academy	<i>unknown</i>	16.71

Reasonable	Improper	Unsupported	May not Meet Public Purpose
149.97	9.00	-	-
-	-	21.49	-
-	-	16.31	-
-	-	8.51	-
-	-	24.61	-
-	-	17.01	-
73.95	-	-	-
52.62	-	-	-
130.58	9.14	-	-
-	37.85	-	-
86.61	-	-	-
130.28	-	-	-
53.35	-	-	-
49.00	-	-	-
-	-	16.71	-

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Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
10/28/05	Dublin Bay	Meals purchased in Ames for academy	<i>unknown</i>	26.47
11/04/05	Wal Mart	Purchase @ Wal Mart - frames, ibproufen	doc frame, ib caplets	19.23
11/18/05	Best Buy	Purchase @ Best Buy - hard drive, printer	faded receipt, not legible	267.97
11/19/05	Quality Inn and Suites	Motel for Instructor Conference - Ames	1 night stay	72.80
11/28/05	Wal Mart	Purchase @ Wal Mart - lights	ceramic red lights	37.38
12/01/05	Applebee's	Meal @ Applebee's McKinnon/Bugamo, Instructor II	<i>unknown</i>	43.35
12/03/05	Quality Inn and Suites	Motel in Ames, Quality Inn Instructor II	2 night stay	268.72
12/03/05	Quality Inn and Suites	Motel in Ames - Quality Inn Instructor II	2 night stay	143.28
12/15/05	Wal Mart	Walmart purchase - batteries	batteries	51.37
12/21/05	Firefighter.com	FD coolers	(7) fire truck coolie	127.65
12/29/05	Newegg	Purchase from newegg.com hard drive for computer	Toshiba internal harddrive with 2 year plan	194.98
01/27/06	Wal Mart	Purchase @ Wal Mart - ice pack containers, air freshener	air freshener, storage bags	11.91
02/10/06	Hickory Park Restaurant	Meals for firefighter @ winter fire school (6 people)	<i>unknown</i>	148.19
02/11/06	Great Plains Sauce and Dough	Meals for firefighter @ winter fire school - 6 people	<i>unknown</i>	55.11
02/13/06	Gateway Center	Motel room for winter fire school in Ames	1 night stay	82.88
02/13/06	Gateway Center	Motel room for winter fire school in Ames	1 night stay	82.88

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	26.47	-
19.23	-	-	-
-	-	267.97	-
72.80	-	-	-
37.38	-	-	-
-	-	43.35	-
268.72	-	-	-
143.28	-	-	-
51.37	-	-	-
-	-	-	127.65
194.98	-	-	-
11.91	-	-	-
-	-	148.19	-
-	-	55.11	-
82.88	-	-	-
82.88	-	-	-

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Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
03/11/06	Hickory Park Restaurant	Meals for volunteer fire chiefs conference - 2 people @ Hickory Park	unknown	20.00
03/18/06	Famous Daves	Meals at Sioux City Fire School	unknown	108.51
03/24/06	Famous Daves	Sioux City fire school meals	unknown	89.85
03/25/06	IHOP	Sioux City fire school meals	unknown	38.23
03/25/06	Chili's	Sioux City fire school meals	unknown	83.48
03/26/06	Holiday Inn	Motel 2 rooms/2 nights	2 nights/2 rooms	268.60
03/26/06	IHOP	Sioux City fire school meals	unknown	52.87
04/03/06	Super 8	NVFC Washington Meeting	1 night stay	56.32
04/08/06	River City Beefsto	Midyear Mtg Meals	unknown	15.45
04/09/06	Holiday Inn	Midyear Mtg	2 night	136.40
04/09/06	Holiday Inn	Midyear Mtg	2 night	136.40
05/08/06	Wal Mart	Bottled water, coffee, saline solution	water, coffee, ibuprofen, saline	39.28
05/26/06	Wal Mart	Charged @ Wal Mart on 5/26 - bottled water, cups, bags, drinks	trash bags, storage bags, water	44.02
05/26/06	Wal Mart	Charged @ Wal Mart on 5/26 - film, flowers, radio, canopy	master gardener, flowers, prints, gazebo, stereo	251.97
06/08/06	Wal Mart	Purchase @ Wal Mart - filebox, case	file box, clip case, files	59.38
06/15/06	Applebee's	Meals for fire school (sff)	unknown	135.59
06/16/06	Okoboji Grill	Meals for fire school (sff)	unknown	156.88
06/17/06	Country Inn and Suites	Fire school motel room	2 nights//3 rooms	403.20
06/17/06	Comfort Suites	3 nights charges for three rooms @ fire school, gov't rate applied on Thursday night additional 43.68 for Friday. 43.68 x 3	3 rooms/1 night	131.04
06/19/06	WeatherTap.com	Weathertap subscription renewal	weatherTap renewal	73.95

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	20.00	-
-	-	108.51	-
-	-	89.85	-
-	-	38.23	-
-	-	83.48	-
268.60	-	-	-
-	-	52.87	-
56.32	-	-	-
-	-	15.45	-
136.40	-	-	-
136.40	-	-	-
31.62	-	-	7.66
42.82	1.20	-	-
163.25	88.72	-	-
59.38	-	-	-
-	-	135.59	-
-	-	156.88	-
403.20	-	-	-
131.04	-	-	-
73.95	-	-	-

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
07/26/06	Wal Mart	Supplies purchased @ Wal Mart- batteries, office supplies, bottled water	glade, memo pads, cups, batteries, water, video tape	69.75
07/31/06	Wal Mart	Purchase @ Wal Mart- printer, cable, surge protector	surge protector, usb cable, hp printer	126.74
08/08/06	Diver's Supply	Dive equipment purchased @ diver's supply	mask, mouthpiece, boots, fin, straps	559.85
08/18/06	Wal Mart	Purchase @ Wal Mart - batteries/ printer cartridge	black ink cartridges, batteries	67.42
08/29/06	Wal Mart	Purchase @ Wal Mart - paint, drill, shovel, cases	phone case, nozzle, drill, spray paint, shovel, tool box, car duster	147.62
09/10/06	Super 8	Motel for Convention	4 night stay/ 2people	674.01
09/16/06	Comfort Suites	Motel for Council Bluffs Fire School	1 night stay	72.80
09/22/06	Applebee's	Meals for fire school	<i>unknown</i>	45.95
09/24/06	Okoboji Grill	Meals for fire school	<i>unknown</i>	62.00
09/25/06	Element	Computer virus subscription	Norton virus control	39.95
10/09/06	Pizza Hut	Meals for firefighters @ Pizza Hut for Fire Prevention Week	<i>unknown</i>	53.04
10/10/06	Pizza Hut	Meals for firefighters @ Pizza Hut for Fire Prevention Week	<i>unknown</i>	53.02
10/24/06	Auto Anything	Auto Anything - vehicle parts	seat covers, auto dimming rear view mirrors w/ compass and temperature	349.85
10/26/06	Waytek	Purchase wiring supplies	wiring	91.88
10/26/06	Old Chicago	Meals for Instructor Class McKinnon/Bergamo	<i>unknown</i>	35.46
11/01/06	sales-batteries.com	Sales - batteries.com, camcorder, batteries	Sony DCR-DVD100 camcorder batteries	70.46

Reasonable	Improper	Unsupported	May not Meet Public Purpose
69.75	-	-	-
126.74	-	-	-
559.85	-	-	-
67.42	-	-	-
147.62	-	-	-
299.56	-	374.45	-
72.80	-	-	-
-	-	45.95	-
-	3.66	58.34	-
39.95	-	-	-
-	-	53.04	-
-	-	53.02	-
349.85	-	-	-
91.88	-	-	-
-	-	35.46	-
70.46	-	-	-

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
11/02/06	Symantec	Symantec virus subscription	Norton Internet Security	49.99
11/02/06	Waytek	Waytech - grommets	grommets	9.99
11/17/06	WITCC	EMS books from WITCC	357021004550	88.00
11/28/06	Wal Mart	Purchase @ Wal Mart- drill, phone, screw set	power drill, screw set, telephone	194.16
12/07/06	Amoco	Fuel purchased - trailer pickup	diesel	10.01
12/07/06	Thomas Bus Sales	Mount purchased @ Thomas Bus Sales	mount	28.62
12/29/06	Motorola	Purchase from Motorola- pager parts	univ programming interface, minitor v programming nest	254.15
01/02/07	U.S. Diesel Parts	Online purchsae - US Diesel Part- cold front cover	Winter cold front and bug screen combo	70.78
01/05/07	Wal Mart	Purchase @ Wal Mart- covers, soap	windex, liquid soap, floor mats	25.05
02/09/07	Hickory Park Restaurant	Meals @ fire school	<i>unknown</i>	156.86
02/11/07	AmericInn	Motel rooms @ fire school	2 night stay	154.56
02/11/07	AmericInn	Motel rooms @ fire school	2 night stay	154.56
02/11/07	AmericInn	Motel rooms @ fire school	2 night stay	154.56
02/14/07	Wal Mart	Air filters, duct tape, tool box	air filter, duck tape, 19in toolbox	46.48
02/28/07	Wal Mart	Batteries, bottle water @ Wal Mart	batteries, gatorade, water	114.92
02/28/07	Fire Engineering Magazine	Fire engineering subscription	3 year subscription	76.00
03/05/07	Asurion	Deductible for damaged phone	claim with asurion	50.00
03/14/07	Culver's	Meals for Des Moines mtg 3 ff	bbq pork, bacon deluxe, chicken basket	18.30

Reasonable	Improper	Unsupported	May not Meet Public Purpose
49.99	-	-	-
9.99	-	-	-
88.00	-	-	-
194.16	-	-	-
10.01	-	-	-
27.00	1.62	-	-
254.15	-	-	-
70.78	-	-	-
25.05	-	-	-
-	-	156.86	-
154.56	-	-	-
154.56	-	-	-
154.56	-	-	-
46.48	-	-	-
52.20	-	-	62.72
-	-	76.00	-
50.00	-	-	-
17.27	1.03	-	-

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City of Denison Fire Department

Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
03/23/07	Famous Daves	Meals @ fire school	<i>unknown</i>	45.32
03/24/07	Chili's	Meals @ fire school	<i>unknown</i>	79.84
03/24/07	IHOP	Meals @ fire school	<i>unknown</i>	41.60
03/25/07	Holiday Inn	Fire school motel room	2 night stay	145.50
03/25/07	Holiday Inn	Fire school motel room	2 night stay	145.50
04/05/07	First Bank card	Lost Card Fee		10.00
04/22/07	The Mill BP	Fuel	diesel	96.00
04/22/07	Holiday Inn	Motel - dubuque ifa mtg (Mike Schrum)	2 night stay	154.56
04/22/07	Holiday Inn	Motel - dubuque ifa mtg (Mike McKinnon)	2 night stay plus meal	165.56
04/23/07	SWREG Inc	SWREG INC PDA Net software	Windows Mobile, Registration	37.69
05/05/07	Old Chicago	Meals at conference	<i>unknown</i>	27.77
05/06/07	Holiday Inn	Motel at conference	1 night stay	115.94
06/08/07	Wal Mart	Items purchased at Wal Mart	gatorade, water, toolbox (2), burnjel, cold packs, glass chalk, batteries	186.87
06/14/07	Hickory Park Restaurant	Fire school expenses	<i>unknown</i>	163.66
06/14/07	Swift Stop	Fire school expenses	Diesel	59.25
06/15/07	El Azteca	Fire school expenses	<i>unknown</i>	133.80
06/16/07	AmericInn	AmercInn Motel	2 nights/4 rooms	707.84
06/28/07	Yan Buffet	Meals in Carroll for mtg	<i>unknown</i>	25.00
07/10/07	Wal Mart	Batteries, tote, tent	batteries, tote, gazebo	135.98
07/13/07	Buggies Unlimited	Internet purchase - buggies unlimited parts for ATV	<i>unknown</i>	607.58
07/13/07	Buggies Unlimited	Internet purchase - buggies unlimited parts for ATV	<i>unknown</i>	136.04
09/04/07	Old Chicago	RDPC training meals (3)	<i>unknown</i>	29.80
09/05/07	Spaghetti Works	RDPC training meals (3)	<i>unknown</i>	44.82
09/06/07	Double Tree	RDPC parking	parking	14.00

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	45.32	-
-	-	79.84	-
-	-	41.60	-
145.50	-	-	-
145.50	-	-	-
10.00	-	-	-
96.00	-	-	-
154.56	-	-	-
165.56	-	-	-
37.69	-	-	-
-	27.77	-	-
115.94	-	-	-
186.87	-	-	-
-	10.71	152.95	-
59.25	-	-	-
-	-	133.80	-
707.84	-	-	-
-	-	25.00	-
56.16	79.82	-	-
607.58	-	-	-
136.04	-	-	-
-	-	29.80	-
-	-	44.82	-
14.00	-	-	-

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City of Denison Fire Department

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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
09/06/07	Divers Supply	Divers Supply - repair, regulation	tuso duo air, parts kit	33.45
09/13/07	Shooterz	IFA Convention Meals (3)	<i>unknown</i>	37.00
09/14/07	Sid's Gas	IFA Convention Trailer (LeFrance)	diesel	82.00
09/14/07	Sid's Gas	IFA Convention Trailer (Chevy)	s el 93 ocatane	63.59
09/15/07	Village Chateau	IFA Convention Motel 2 rooms	1 rooms/3 nights, 1 room/2 nights	191.56
09/27/07	Wal Mart	Walmart	water, coffee filters, batteries, bookcases (5 shelf and 3 shelf)	94.15
10/08/07	Pizza Hut	Meals for firefighters (x6)	<i>unknown</i>	51.43
10/09/07	Pizza Hut	Meals for firefighters (x6)	<i>unknown</i>	83.34
10/10/07	Subway - Denison	Meals for firefighters fire prevention week	4 sandwiches, 4 drinks, 4 chips	21.60
10/19/07	EZX Corporation	EZ Form Software purchased online	EZF Forms Pro download	69.00
11/12/07	Pizza Hut	Meals for firefighters - worked at funeral	<i>unknown</i>	40.25
11/28/07	Blackhawk Marine	Polaris sportman 500 yellow snowblade, install connection pin	54" snowblade	605.55
12/27/07	Wal Mart	Pitchers purchased	carafe, pitcher, bottle, thermos	34.37
01/11/08	Wal Mart	Bookcase, towels purchased	frames, hand towels, bookcase	53.39
01/20/08	Hooters	Meals @ IBC training	steak sandwich, wings, fries	21.26
01/21/08	Outback	Meals @ IBC training	<i>unknown</i>	51.74
01/22/08	Prarie Meadows	Meals @ IBC training	<i>unknown</i>	25.21
01/23/08	Sheraton Waterfall Grill	Meals @ IBC training	<i>unknown</i>	13.71
01/23/08	McDonalds	Meals @ IBC training	2 meals, 2 drinks	12.91

Reasonable	Improper	Unsupported	May not Meet Public Purpose
33.45	-	-	-
-	-	37.00	-
82.00	-	-	-
63.59	-	-	-
191.56	-	-	-
83.51	-	-	10.64
-	-	51.43	-
-	-	83.34	-
-	1.41	-	20.19
69.00	-	-	-
-	-	40.25	-
-	605.55	-	-
34.37	-	-	-
53.39	-	-	-
20.06	1.20	-	-
-	-	51.74	-
-	-	25.21	-
-	-	13.71	-
12.18	0.73	-	-

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Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
01/25/08	Hickory Park Restaurant	Meals @ Fire school in Ames (11)	<i>unknown</i>	247.06
01/26/08	Old Chicago	Meals @ Fire school in Ames (11)	<i>unknown</i>	183.72
02/01/08	Wal Mart	Purchase @ Wal Mart - calculator, frames	calculator, frames	53.01
03/13/08	Quality Inn and Suites	Motel Room - Des Moines	2 rooms/2 nights	220.00
03/28/08	Famous Daves	McKinnon's Card: WITCC Fire school	<i>unknown</i>	130.33
03/29/08	IHOP	McKinnon's Card: WITCC Fire school	<i>unknown</i>	56.86
03/29/08	Chili's	Peterson's Card:	<i>unknown</i>	177.12
03/30/08	IHOP	Peterson's Card:	<i>unknown</i>	59.02
03/30/08	Holiday Inn	McKinnon's Card: WITCC Fire school	2 night stay/2 rooms	291.00
04/11/08	Wal Mart	Purchase @ Wal Mart - supplies	<i>unknown</i>	102.07
04/13/08	Weathertronics	Equipment- weather equipment for Hazmat	Davis wireless vantage pro 2 weather stations	450.00
04/18/08	Texas Roadhouse	Meals @ Des Moines mtg	<i>unknown</i>	139.98
04/19/08	Cold Stone Creamery	Meals @ Des Moines mtg	7 ice creams and 1 soda	29.25
04/20/08	Stoney Creek Inn	Motel @ Des Moines mtg	1 night - Mike Schrum	89.60
04/20/08	Stoney Creek Inn	Motel @ Des Moines mtg	2 nights -Trish Meyer, Jason Segabart	358.40
04/28/08	Wal Mart	Purchase @ Walmart parts for fire safety house	20 inch combo, document frames, light bulbs, rug, tote box, cube tap, candle	344.85
05/09/08	Hickory Park Restaurant	Meal purchased 4 ff @ training	<i>unknown</i>	70.98
05/16/08	none	Airfare purchased for Texas Fire school	Service fee	13.98
05/16/08	none	Airfare purchased for Texas Fire school	Mike McKinnon, Mike Schrum	1,092.00

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	16.16	230.90	-
-	-	183.72	-
53.01	-	-	-
220.00	-	-	-
-	-	130.33	-
-	-	56.86	-
-	-	177.12	-
-	-	59.02	-
291.00	-	-	-
-	-	102.07	-
450.00	-	-	-
-	-	139.98	-
27.60	1.65	-	-
89.60	-	-	-
358.40	-	-	-
120.85	224.00	-	-
-	4.64	66.34	-
13.98	-	-	-
1,092.00	-	-	-

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City of Denison Fire Department

Credit Card Purchases
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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
06/04/08	Wal Mart	Wal Mart - batteries - totes	batteries, tote box	28.02
06/05/08	Radio Shack - Spearfish SD	Computer Parts	lithium battery, Microsoft Home, computer cable	206.67
06/17/08	WeatherTap.com	Weathertap renewal	weatherTap renewal	73.95
06/19/08	Hickory Park Restaurant	McKinnon Card: meals @ fire school	<i>unknown</i>	130.00
06/19/08	Applebee's	McKinnon Card: Meals @ fire school (7 ff)	<i>unknown</i>	77.29
06/20/08	Hickory Park Restaurant	Arombula Card: Meals @ Fire School	<i>unknown</i>	185.56
06/25/08	Wal Mart	Purchase @ Wal Mart - parts for Fire truck	air freshener, baggies, lug wrench	20.69
07/01/08	Subway	Meals for fireworks	3 sandwiches and drinks	18.98
07/01/08	Four Corners Fuel	fuel for fireworks	diesel	137.00
07/07/08	PayPal: eric uehlein	telephone purchased on-line	northern telecom norstar meridian phone gray	32.00
07/08/08	Wal Mart	Items @ Wal Mart	tan, canopy, tent pegs, phone jack, tote box	235.27
07/16/08	International Credit Recovery Inc	Safety training	Progressive Business Publications - Safety Compliance Alert	299.00
07/20/08	Rudy's BBQ	meal @ fire school	2 meals	21.18
07/21/08	J Cody's	Meals at fire school	<i>unknown</i>	21.61
07/22/08	Sonic	Meals at fire school	2 meals, 2 sides, 2 drinks	14.57
07/22/08	none	Airport parking	airport parking	30.00
07/22/08	Fitzwillys Bar and Grill	Meals at fire school	<i>unknown</i>	12.42
07/24/08	C&J Barbeque	Meals at fire school	2 meals, 1 drink	16.53
07/24/08	Chicken Oil Company	Meals at fire school	<i>unknown</i>	24.44
07/25/08	Texas Steakhouse	Meals at fire school	<i>unknown</i>	41.51

Reasonable	Improper	Unsupported	May not Meet Public Purpose
28.02	-	-	-
-	206.67 *	-	-
73.95	-	-	-
-	7.35	122.65	-
-	-	77.29	-
-	12.14	173.42	-
20.69	-	-	-
17.74	1.24	-	-
137.00	-	-	-
32.00	-	-	-
71.27	164.00	-	-
-	299.00	-	-
19.57	1.61	-	-
-	-	21.61	-
13.46	1.11	-	-
30.00	-	-	-
-	-	12.42	-
15.27	1.26	-	-
-	-	24.44	-
-	-	41.51	-

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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
07/25/08	CiCis Pizza	Meals at fire school	<i>unknown</i>	14.70
07/26/08	EZ Travel Inn - College Station	Motel @ fire school	6 nights	448.50
07/26/08	American Airlines	Baggage fee	checked baggage fee	25.00
08/05/08	ABC Fire Extinguisher Company	ABC Fire extinguisher	Tuff Nougies doo rags	22.47
08/11/08	Wal Mart	Wal Mart - radio, water	audio cable, cd players, water, coffee maker	136.35
08/11/08	PayPal	Programming cable	programming cable for Motorola HT1	20.00
08/17/08	Stoney Creek Inn	Motel rooms - school in DSM	1 rooms/2 night and 2 rooms/1 night	679.84
08/24/08	PayPal: MFX2	GPS mount kit	garmin nuvi windshield mount/power cord	47.90
09/03/08	Pizza Hut	Food for firefighters	5 large pizzas	43.34
09/03/08	Maquoketa Firemen's Assoc	Registration - convention	<i>unknown</i>	480.00
09/03/08	Petroloc Express	Fuel	premium	45.45
09/03/08	Petromart	Fuel	diesel	75.00
09/04/08	Family Restaurant	Meals - 3	<i>unknown</i>	28.80
09/04/08	Maquoketa Firemen's Assoc	Registrations	<i>unknown</i>	48.00
09/04/08	Bricktown Brewery - Dubuque	Meals - 8	<i>unknown</i>	85.45
09/05/08	Casey's	Fuel	super	17.32
09/06/08	Timber City	Fuel - ifa (149)	diesel	149.00
09/06/08	El Cazador	Meals - ifa (46.72)	<i>unknown</i>	46.72
09/06/08	Timber City Travel Plaza	Fuel	plus	36.50
09/06/08	Timber City Travel Plaza	Fuel	plus	81.00
09/07/08	Jiffy	Fuel - ifa (109.08)	diesel	109.08
09/16/08	Wal Mart	Supplies purchased @ Wal Mart	battery, air freshener, oil, document frames, 21 gal latch containers	125.93
09/19/08	Asurion Wireless Insurance	Cell phone warranty	PalmOne warranty	50.00

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	1.12	13.58	-
448.50	-	-	-
25.00	-	-	-
-	22.47	-	-
-	124.71	-	11.64
20.00	-	-	-
679.84	-	-	-
47.90	-	-	-
-	-	43.34	-
-	-	480.00	-
45.45	-	-	-
75.00	-	-	-
-	-	28.80	-
-	-	48.00	-
-	-	85.45	-
17.32	-	-	-
149.00	-	-	-
-	-	46.72	-
36.50	-	-	-
81.00	-	-	-
109.08	-	-	-
125.93	-	-	-
50.00	-	-	-

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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
09/29/08	Emergency Vehicle Equipment	Auto bulbs	red beacon, snap-in bulbs	107.69
10/02/08	Wal Mart	Batteries, supplies @ Wal Mart	batteries, totes, organizers	187.04
10/06/08	Pizza Hut - Denison	Meals for firefighters	<i>unknown</i>	83.01
10/07/08	Little China - Denison	Meals for firefighters	<i>unknown</i>	64.48
10/23/08	Pizza Hut	Meals for training - FF1 class	<i>unknown</i>	70.71
11/07/08	Wal Mart	Purchase @ Wal Mart flags	4x6 ft flags	54.96
11/07/08	Wal Mart	Purchase @ Wal Mart office supplies	mason twine, memo book, mag to do, 17x23 combo, CDHMS	88.66
11/11/08	Symantec Authorized Service	Symatic computer repair	Norton Premium Spyware and Virus Removal	99.99
11/17/08	PayPal	Pay-pal phone case	rubberized hard case for Alltel/HTC/Titan	46.90
11/19/08	PayPal	Pay pal mcs truck radio	Motorola flashport model 2	604.00
11/28/08	Wal Mart	LCD Monitor for EOC	40" LCD full HD	798.00
12/01/08	PayPal	Internet purchase - helmet	Firefighters White Helmet	38.73
12/02/08	Xtremez.com	Online purchase gift items	Christmas cards, Maltese Cross tumbler, pewter visor clip	160.70
12/05/08	Wal Mart	Walmart supplies christmas party	baby doll, tissue, gift bag	13.86
12/05/08	Wal Mart	Kitchen supplies, speakers	surge protector, 12 ft cable, plates, napkins, home theater, gift box, decorations	231.20
12/15/08	Wal Mart	Walmart purchase station supplies	heaters, air freshener, sponge, water, tape	105.72
12/29/08	PayPal - Kvhobbyshop	Repair parts	<i>unknown</i>	34.74

Reasonable	Improper	Unsupported	May not Meet Public Purpose
107.69	-	-	-
187.04	-	-	-
-	-	-	83.01
-	-	-	64.48
-	-	70.71	-
54.96	-	-	-
88.66	-	-	-
99.99	-	-	-
46.90	-	-	-
604.00	-	-	-
-	798.00	-	-
38.73	-	-	-
-	160.70	-	-
-	13.86	-	-
191.20	40.00	-	-
105.72	-	-	-
-	-	34.74	-

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Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
12/29/08	Breadeaux Pizza - Dension	Food purchase for work detail	<i>unknown</i>	76.69
01/21/09	Culver's	Meal in Des Moines - 2 people	2 meals, 2 drinks	12.95
01/23/09	Hickory Park Restaurant	Meal in Ames fire school - 12 people	<i>unknown</i>	221.38
01/24/09	Old Chicago	Meal in Ames fire school - 12 people	<i>unknown</i>	205.61
01/25/09	Gateway Express	Fuel	10.421 @ 1.799/gal	18.75
01/29/09	FedEx	Fedex shipping	Ship cell phone charger to Chief, left in Ames	5.43
01/29/09	OurDesigns	Our Designs - insignia, case, covers	2 Fire Dept lighted hitch cover, Maltese cross hitch cover and 2 business card cases	88.70
02/13/09	PayPal	PayPal- 2 computer power cords	Dell latitude supply cord (2)	63.60
02/16/09	SWREG Inc	Pdanet- modem software	PdaNet	34.00
02/17/09	Sears	Sears- toolbox set, wrench set	12 standard and metric piece combo wrench set (2), 260 piece mechanics tool set with lift top lid chest, modular gear drawer	766.44
02/19/09	OurDesigns	Our Designs - insignia, case, covers	Captain and Lieutenant collar insignia	59.50
02/20/09	Godfathers Pizza	Food purchase @ Godfathers - 6 firefighters	5 buffet, pop	30.98
03/06/09	Wal Mart	Purchase @ Wal Mart water, bags	laundry detergent, air freshener, ziplocs, water	82.62
03/07/09	Wal Mart	Lock, frames	lock set, document frames	97.72
03/12/09	Quality Inn and Suites	Motel - Des Moines Conference	1 night stay	56.00
03/14/09	Hickory Park Restaurant	Meal - conference Ames	<i>unknown</i>	70.00
03/20/09	Texas Roadhouse	Meal - school Sioux City	<i>unknown</i>	143.79

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	-	76.69
12.22	0.73	-	-
-	14.48	206.90	-
-	-	205.61	-
18.75	-	-	-
5.43	-	-	-
23.85	39.90	-	24.95
63.60	-	-	-
34.00	-	-	-
-	766.44 *	-	-
59.50	-	-	-
-	-	-	30.98
82.62	-	-	-
97.72	-	-	-
56.00	-	-	-
-	3.99	66.01	-
-	-	143.79	-

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
03/21/09	Famous Daves	Meal - school Sioux City	8 firefighters	173.00
03/22/09	Clarion Hotel and Conference	Mote - Sioux City Fire school	2 night stay	156.80
03/22/09	Clarion Hotel and Conference	Motel - Sioux City Fire school	2 night stay	156.80
03/22/09	IHOP	Meal- School Sioux City	<i>unknown</i>	95.00
04/19/09	Minerva's	Meal for firefighters - 10	9 brunches, 1 under 5yr, drinks	146.64
04/19/09	Arrowwood Resort	Motel for Annual IFA Convention - 3	3 night stay	728.50
04/19/09	Bridges Bay	Motel Room - IFA Meeting Segabart	2 night stay and concessions	183.80
04/19/09	Bridges Bay	Motel for Annual IFA Convention - Arambula	2 night stay	195.80
04/19/09	Bridges Bay	Motel for Annual IFA Convention - Schaben	2 night stay	195.80
04/20/09	Municipal Texas Fire Training School	School registration	Arambula school registration	450.00
04/22/09	First Bankcard	Overlimit fee	Overlimit fee	39.00
04/22/09	Wal Mart	Bottle Water - Walmart	water	55.20
04/23/09	Bartonville BP	Fuel	diesel	64.75
04/25/09	Burd Ford	Burd Ford Repairs to Excursion	repairs to 04 Ford Truck	190.05
04/25/09	Granite City Food and Brewery	Meal for firefighters - 4	Outdoor concert(2), Northern Light tap (2), Iced tea, Nachos, Ceasar, Soup, New York strip, Pasta Alfredo, Garlic Sirloin, Turtle sundae, Apple crumble	164.75
04/26/09	Shell Oil	Fuel	diesel	76.10
05/07/09	Office Max	paper purchased	blue paper	22.87
05/15/09	Culver's	Meals for NFA Class in Ames	2 meals, fries, drinks	14.53

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	173.00	-
156.80	-	-	-
156.80	-	-	-
-	-	95.00	-
132.05	9.59	-	5.00
391.60	240.80	96.10	-
183.80	-	-	-
195.80	-	-	-
195.80	-	-	-
450.00	-	-	-
-	39.00	-	-
55.20	-	-	-
64.75	-	-	-
190.05	-	-	-
145.85	18.90	-	-
76.10	-	-	-
21.38	1.49	-	-
13.58	0.95	-	-

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
05/15/09	Hickory Park Restaurant	Meals for NFA Class in Ames	<i>unknown</i>	46.00
05/16/09	AmericInn	Motel	2 night stay	178.00
06/05/09	Hickory Park Restaurant	Meal for 3 ff for class	<i>unknown</i>	44.06
06/06/09	Hilton Garden Inn	Motel - class in Ames	2 night stay	140.00
06/18/09	Hickory Park Restaurant	Meals @ fire school	<i>unknown</i>	151.20
06/20/09	Perkins	Meals @ fire school	<i>unknown</i>	51.81
06/27/09	Applebee's	Meals @ meeting	<i>unknown</i>	147.30
06/28/09	Holiday Inn	Motel for meeting	1 night stay	99.68
06/28/09	Holiday Inn	Motel for meeting	1 night stay	99.68
06/28/09	Perkins	Meals @ meeting	<i>unknown</i>	100.82
06/28/09	Holiday Inn	Motel for meeting	1 night stay	99.68
07/05/09	PayPal - Dyersville Red Jacket	Convention registration	<i>unknown</i>	100.00
07/05/09	PayPal - Dyersville Red Jacket	Convention lodging registration	<i>unknown</i>	120.00
07/08/09	Wal Mart	Water, pads, air freshener	memo pads, air freshener, water	53.96
07/18/09	Czech Tex Restaurant	Meals - 5 ff @ fire school	<i>unknown</i>	116.37
07/18/09	K&G	Fuel	diesel	56.02
07/18/09	Shell	Fuel	diesel	75.00
07/18/09	Shell	Fuel	diesel	22.50
07/19/09	Ozona Grill and Bar	Meals - 5 ff @ fire school	<i>unknown</i>	101.00
07/20/09	J Cody's	Meals - 5 ff @ fire school	<i>unknown</i>	65.40
07/21/09	Chicken Oil Company	Meals - 5 ff @ fire school	<i>unknown</i>	53.60
07/22/09	Dixie Chicken	Meals 5 ff @ fire school	<i>unknown</i>	35.34
07/23/09	J Cody's	Meals 5 ff @ fire school	<i>unknown</i>	42.78
07/24/09	Los Cucos Mexican Café	Meals 5 ff @ fire school	<i>unknown</i>	41.00
07/24/09	Miles 26 Kansas	Fuel	diesel	81.69
07/24/09	Los Cucos Mexican Café	Fuel	diesel	61.29
07/27/09	Holiday Inn	Motel for meeting - ames	2 night stay	120.69

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	2.57	43.43	-
178.00	-	-	-
2.88	-	41.18	-
140.00	-	-	-
-	9.90	141.30	-
-	-	51.81	-
-	-	147.30	-
99.68	-	-	-
99.68	-	-	-
-	-	100.82	-
99.68	-	-	-
-	-	100.00	-
-	-	120.00	-
30.68	-	23.28	-
-	-	116.37	-
56.02	-	-	-
75.00	-	-	-
22.50	-	-	-
-	-	101.00	-
-	-	65.40	-
-	-	53.60	-
-	-	35.34	-
-	-	42.78	-
-	-	41.00	-
81.69	-	-	-
61.29	-	-	-
120.69	-	-	-

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
08/01/09	Holiday Inn	Meal at meeting	Cardinal Café-food	12.25
08/08/09	Menards	Purchase at Menards	fencing materials, storm door	1,403.22
08/19/09	Holiday Inn	Motel for meeting - ames	1 night stay	64.89
08/20/09	Texas Roadhouse	Meal to Pierce - Cedar Rapids (6)	<i>unknown</i>	110.00
08/31/09	Old Chicago	Meal - Ames Officer Class (3)	<i>unknown</i>	47.49
09/04/09	eBay	Fire Extinguisher	General Quick Aid Fire Extinguisher	91.98
09/08/09	Applebee's	Meal at convention (3)	<i>unknown</i>	31.00
09/08/09	Dyersville Red Jacket	Convention registration	Convention Registration - 9 attendees	288.00
09/09/09	Super 8	Motel at convention	1 night stay- Rebecca Green	72.75
09/09/09	Dyersville Red Jacket	Registration for convention (2)	<i>unknown</i>	60.00
09/10/09	Country Junction	Meal to convention (4)	<i>unknown</i>	48.00
09/10/09	Chad's Pizza & Restaurant	Meal at convention (6)	<i>unknown</i>	85.11
09/13/09	Super 8	Motel for convention	4 night stay- John Granzen	302.40
09/13/09	Super 8	Motel for convention	2 night stay- Neil Schaben	201.58
09/13/09	Super 8	Motel for convention	4 night stay- Rebecca Green	291.16
09/13/09	Super 8	Motel for convention	4 night stay- Mike Schrum	302.40
09/13/09	Super 8	Motel for convention	2 night stay- Mike Gee	221.76
09/13/09	Kwik Stop	fuel	diesel	50.00
10/05/09	Pizza Hut	Meals for firefighters for fire prevention week	<i>unknown</i>	66.03
10/06/09	Godfathers Pizza	Meals for firefighters for fire prevention week	<i>unknown</i>	58.12

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	12.25	-
1,044.42	358.80 *	-	-
64.89	-	-	-
-	-	110.00	-
-	-	47.49	-
91.98	-	-	-
-	-	31.00	-
288.00	-	-	-
72.75	-	-	-
-	-	60.00	-
-	2.52	45.48	-
-	-	85.11	-
302.40	-	-	-
201.58	-	-	-
291.16	-	-	-
302.40	-	-	-
221.76	-	-	-
50.00	-	-	-
-	-	-	66.03
-	-	-	58.12

Report on Special Investigation of the
City of Denison Fire Department

Credit Card Purchases
For the period July 1, 2005 through March 31, 2010

Date of Credit Card Purchase	Vendor	Description on PO	Items purchased	Total Amount
10/07/09	KFC	Meals for firefighters for fire prevention week	<i>unknown</i>	37.40
10/25/09	PayPal	Entry door locks - 2	Schlage cobra programmable locks	225.00
10/29/09	Pizza Hut	Meals for vol. firefighters	<i>unknown</i>	66.03
11/02/09	PayPal	Programming cable	ribless programming cable for motorola	20.97
11/04/09	Baudville Inc	ID equipment	slot punch, badge holder, clear strap clips	146.95
11/10/09	Des Moines International Airport	Parking at Des Moines airport gone trip	Economy Parking	15.00
11/15/09	PayPal	Laptop battery	Laptopbatterystore.com items	83.97
11/30/09	Wal Mart	Batteries, light bulbs	tree, snowman, clear rope, led frosted, batteries, snowflakes	358.19
12/01/09	Wal Mart	Electrical cords	cube tap	53.22
12/09/09	OurDesigns	Lights/ID pins	bugle collar insignias, collar pins, led pen lights	828.15
12/10/09	PayPal	24 v rechargeable battery	DeWalt DW0242 24v heavy duty fan cooled battery	98.90
12/10/09	PayPal	Radio purchase - PayPal	MCS2000 Model 2	384.00
12/16/09	PayPay - Checkbook Ease	Accounting Program	Checkbook Ease 2.1	8.95
12/17/09	Pay Pal-Sostre Enterprises	Helmet repair parts/kits	Helmet repair kits, visor replacement kit, liner kit	218.70
02/04/10	OurDesigns	<i>No purchase order</i>	<i>Credit</i>	(65.85)
Total				<u>\$ 41,810.53</u>

* - Includes sales tax paid by the City.

Reasonable	Improper	Unsupported	May not Meet Public Purpose
-	-	-	37.40
-	225.00	-	-
-	-	-	66.03
20.97	-	-	-
146.95	-	-	-
15.00	-	-	-
83.97	-	-	-
-	358.19	-	-
53.22	-	-	-
828.15	-	-	-
98.90	-	-	-
384.00	-	-	-
8.95	-	-	-
218.70	-	-	-
(65.85)	-	-	-
27,442.03	5,076.48	8,538.83	753.19

Report on Special Investigation of the
City of Denison Fire Department

Payments to Dalmatian Safety
For the period July 1, 2005 through March 31, 2010

Per Check / Purchase Order					
Payor	Check Date	Check Number	Payee per Check/ Description per Check or Purchase Order	Amount	Description per Invoice
City of Denison:					
	01/10/06	29552	Dalmatian Safety/Batteries, smoke Batteries, smoke detectors, fire extinguishers and books *grant*	\$ 7,156.00	2,000 9 volt batteries 200 smoke detectors 200 fire extinguishers 1,000 handouts
	08/22/06	32186	Dalmatian Safety/1000 smoke alarms *grant*	4,220.00	1,000 Ionization smoke alarms, including batteries
	11/06/07	37078	Dalmatian Safety/fire school registrations 4- *grant*	675.00	Invoice states 4 Reserved Training Texas A & M Fire School 1 Value: \$595 each seat
Subtotal for the City of Denison					
Crawford County EMS Association:					
	01/10/06	589	Dalmatian Safety First Aid - Pediatric	390.44	No invoice
	05/31/06	593	Dalmatian Safety 5886EM24	2,353.00	No invoice
	08/18/06	597	Dalmatian Safety Cut off	1,252.00	No invoice
	04/15/07	599	Dalmatian Safety Not legible	4,021.00	No invoice
	09/25/07	600	Dalmatian Safety Training None	1,182.17	No invoice
	10/01/07	608	Dalmatian Safety None	1,953.00	No invoice

Reasonable	Improper	Unsupported
\$ 7,156.00	-	-
4,220.00	-	-
-	675.00	-
11,376.00	675.00	-
-	390.44	-
-	2,353.00	-
-	1,252.00	-
-	4,021.00	-
-	1,182.17	-
-	1,953.00	-

Report on Special Investigation of the
City of Denison Fire Department

Payments to Dalmatian Safety
For the period July 1, 2005 through March 31, 2010

Per Check / Purchase Order					
Payor	Check Date	Check Number	Payee per Check/ Description per Check or Purchase Order	Amount	Description per Invoice
	03/21/08	610	Dalmatian Safety EMS Grant	679.40	<i>No invoice</i>
	05/04/09	614	Dalmatian Safety CPR	2,400.00	<i>No invoice</i>
	06/30/09	615	Mike McKinnon <i>None</i>	299.20	<i>No invoice</i>
Subtotal for Crawford County EMS Association					
<u>Denison Volunteer Fire Department:</u>					
	09/28/06	4750	Progressive Training DBA/Dalmatian Safety Training & Equipment Federal Grant	12,000.00	<i>No invoice</i>
Total				<u>\$38,581.21</u>	

Reasonable	Improper	Unsupported
-	679.40	-
-	2,400.00	-
-	299.20	-
-	14,530.21	-
-	12,000.00	-
\$ 11,376.00	27,205.21	-

Report on Special Investigation of the
City of Denison Fire Department

Payments to D & S Safety
For the period July 1, 2005 through March 31, 2010

Per Check			
Check Date	Check Number	Payee/Memo	Amount
City of Denison:			
03/03/09	41812	D & S Emergency Equipment/Truck repairs	\$ 8,950.00
10/20/09	43992	D & S Emergency Equipment/Truck repairs	11,725.00
12/22/09	44550	D & S Emergency Equipment/Truck repairs	6,455.00
Subtotal			
Crawford County EMS Association:			
11/25/08	611	DS Safety EMS Grant/Training Special	1,071.00
12/27/09	616	DS Safety Training/Exercise	7,500.00
Subtotal			
Total			<u>\$ 35,701.00</u>

* - Invoice received in March 2010 after request made by EMS Association's President.

Per Invoice		
Description	Amount	Improper
1 Load Minder Dual Sensor System	\$ 2,850.00	
1 Wiring harness	625.00	
1 Hydraulic pump circuit board & relay	1,475.00	
Troubleshoot aerial device	550.00	
Install new load minder system	1,850.00	
Install hydraulic circuit system	1,100.00	
2 travel	500.00	\$ 8,950.00
1 Two-wire harness for intercom system	495.00	
1 Transducer modification TRM 168811	1,450.00	
1 TRM 165281	4,880.00	
2 Troubleshoot aerial intercom device, remove and send to mfg	300.00	
3 Install wire harness	450.00	
1 Transducer adapter plate, wiring, instal- lation, testing	4,150.00	11,725.00
10 NFPA certified welding for aerial apparatus	2,500.00	
2 Assembly/Disassembly	500.00	
3 Welding time	750.00	
1 Inspect/mag testing	1,750.00	
3 Remove and rebuild valve	285.00	
2 Valve kit, Akron	166.50	
Mileage	503.50	6,455.00
Overnight charge (\$250.00 listed but not included in invoice total)		
		\$ 27,130.00
No invoice	1,071.00	1,071.00
Various training events and equipment*	7,500.00	7,500.00
		8,571.00
	\$ 35,701.00	35,701.00

**Report on Special Investigation of the
City of Denison Fire Department**

Report on Special Investigation of the
City of Denison Fire Department

Reimbursements from the Iowa Fireman's Association
For the period July 1, 2005 through March 31, 2010

From IFA Travel Claim					
Check Date	Travel and Motel	Communication	Miscellaneous Expenses	Less: Deduction*	Total
04/24/07	\$ 1,229.09	180.00	174.00	-	1,583.09
07/18/07	290.37	135.00	-	(38.00)	387.37
10/05/07	543.70	135.00	-	-	678.70
12/04/07	1,265.59	90.00	150.00	-	1,505.59
01/31/08	165.60	45.00	-	-	210.60
03/20/08	604.88	90.00	150.00	-	844.88
05/02/08	1,597.92	45.00	-	-	1,642.92
06/02/08	376.40	45.00	-	-	421.40
10/02/08	1,588.83	180.00	175.00	-	1,943.83
11/25/08	332.00	90.00	135.29	-	557.29
02/02/09	436.40	45.00	-	-	481.40
03/24/09	505.60	90.00	-	-	595.60
04/16/09	1,569.98	-	327.16	-	1,897.14
06/26/09	664.50	135.00	-	-	799.50
09/16/09	535.60	135.00	-	-	670.60
10/05/09	778.62	-	-	-	778.62
10/31/09	124.80	45.00	170.00	(42.00)	297.80
12/29/09	242.80	90.00	-	-	332.80
Total	\$ 12,852.68 ^	1,575.00	1,281.45	(80.00)	15,629.13

^ - Includes mileage of \$5,950.40.

* - Includes charges for T-shirts and a name badge.

Report on Special Investigation of the
City of Denison Fire Department

Staff

This special investigation was performed by:

Annette K. Campbell, CPA, Director
Donna F. Kruger, CPA, Manager
Lara K. Van Wyk, Staff Auditor

A handwritten signature in black ink, reading "Tamera S. Kusian". The signature is written in a cursive style with a large, stylized 'T' and 'K'.

Tamera S. Kusian, CPA
Deputy Auditor of State

Appendices

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 17, 2010 E-mail Regarding Location of Certain Items

Kevin Flanagan

From: Kevin Flanagan
Sent: Wednesday, February 17, 2010 11:28 PM
To: Michael McKinnon
Subject: RE: Bills

Good enough... I have seen worse from less than a public servant... Duane's activity is now geared toward running me off or getting me fired... Happy days !!

Sent from my Windows Mobile phone

-----Original Message-----

From: Michael McKinnon [REDACTED]
Sent: Wednesday, February 17, 2010 11:20 PM
To: mschrum [REDACTED]
Cc: Kevin Flanagan [REDACTED]
Subject: RE: Bills

1. Volkert Sales, propane generator installed in fire safety house. Purchased using funds provided by Iowa Elks and donations from various fire departments over several years.
2. This was a mistake. I spoke with Greg about this as soon as the statement came. I personally purchased a blade for my four-wheeler and paid for it. I thought it was on my personal card, but it wasn't. Immediately when I got the statement I went to Greg and explained my screw up. Greg allowed me to pay it off. Add this one to the next one and you get the \$6,000 mark that I was speaking about.
3. I hope I explained this one. Probably not the best decision, but I did pass it by the city manager. Add this one to the previous invoice and you see the approx. \$6,000 that I spoke about.
4. Part of the 05 AFG grant for Confined Space Equipment and training. Due to only being able to purchase certain items through the grant, the money was passed through to purchase additional firefighting equipment. Again, went through the city manager since it was out of the ordinary.
5. My bad...check coming to you.
6. My bad....check coming to you
7. Adopt-a-firefighter shirts. This was an extra large order as it included adult shirts also.
8. Again, part of the 05 AFG. Probably not the best decision, but it was passed through the city manager (Al).
9. and 10. Looks double billing to me. This was originally ordered for me and extra gloves for Robert or Perry, but when I decided to leave, the items were left at the station. I marked the invoice as for new firefighters as I figured it would be used during the winter for any firefighter that did not ever receive covealls in the past.
11. Saw, drill, yellow diesel and red metal gas cans. Saw and drill were purchased for the station and use at the training center. Last I knew the saw and drill were at the TC, Yellow fuel cans are by 27-1, red cans in F30 and F26 I believe.

The only thing that would be questionable is that motor. Yes, probably should not have been done as it was, but I did speak with the city manager and explained the potential uses and guaranteed that it would be available whenever the FD needed it. Probably not right...but it happened. Everything else is all 100 percent equipment for the FD. I do hope this answers all of your questions. I guess you can tell Duane that the expenses all but two are accounted for and the two are being taken care of. If I was still with the

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 17, 2010 E-mail Regarding Location of Certain Items

city, I would expect a slap. I just did not follow through. Again, maybe a bit unorthodox on some items, but I did not steal anything from the fire department nor did I take funds from the fire department. Maybe a round about way, but everything was purchased and put in service or paid for.

Mike

From: mschrum [mailto: [REDACTED]]
Sent: Wed 2/17/2010 9:53 PM
To: Michael McKinnon
Subject: Bills

Okay, sorry they are so late, but here you go...

- 1) Volkert Sales - Generator, 11/06/07, \$3,740
- 2) Bankcard-Blackhawk-Blade, 01/08/08, \$605.55
- 3) Mercury Governor Sales, 03/18/08, \$5,101.59 (three invoices total)
- 4) Dalmation Safety, 08/22/06, \$4,220 (invoice # 06-2015)
- 5) Bomgaars, 11/07/06, 12/05/06 \$1298.87, mower and blade (two invoices)
- 6) Bomgaars, 01/09/07, Bagger, \$299.99
- 7) Something Unique, 06/05/07, \$1,812.50
- 8) Dalmation Safety, 01/10/06, \$7,156 (invoice # PO 2811)
- 9) Reynolds Clothing, 12/17/09 \$297.80, (Carhartt coat, gloves, and bibs)
- 10) Reynolds Clothing, 12/28/09 \$297.80, (clothing for new firefighters)
- 11) Bomgaars, 01/22/09, \$696.51, (miter saw and gas cans)

This is the complete list that was marked out as what Duane felt was in question. If you need anything further off of the statement let me know, PO#'s, etc. Thanks Chief,

Mike

Appendix 2

Report on Special Investigation of the City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs

PURCHASE ORDER

No 07289

City of Denison
111 North Main - P.O. Box 668
Denison, Iowa 51442
(712) 263-3143

Date 3-17-08

To: Mercury Government Sales
PO BOX 1939
Fond du Lac, WI 54926-1939


☐ Airport ☐ Library
☐ Animal Control ☐ Parks & Recreation
☐ Aquatic Center ☐ Police Department
☐ City Hall ☐ Senior Center
☒ Fire Department ☐ Street Department
☐ Other _____

ACCOUNT #	QTY.	DESCRIPTION	PRICE	AMOUNT
002-150-3-6210		Inv 3547476 Engine Pump C-17-F-307		4958.00
		Inv 8541042 Cables		247.00
		Inv 3548223 BLMX part		96.59
		Pending Rebate		- 200.00
		TOTAL		5101.59

Signature Mike McKenna

Report on Special Investigation of the
City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs



Page 1 of 1

Mercury Government Sales
PO Box 1939
Wond du Lac, WI 54936-1939
United States

Invoice

Sell To:
City of Denison FD
1214 1st Ave North
Denison IA 51442

Ship To:
City of Denison FD
1214 1st Ave North
Denison IA 51442

Customer Number: 86157
Invoice: 3543233
Date: 06-MAR-08
Payment Terms: 60 Net
Payment Due: 05-MAY-08
Ship Method: UPSN

Bill To:
City of Denison FD
PO Box 668
Chief McKinnon
Denison IA 51442

Remit To:
Mercury Marine
PO Box 96964
Chicago IL 60693

Line No.	Customer PO No.	Order No.	Order Line No	Class	Item No.	Item Description	Order Qty	UOM	Unit Price	Extended Price	Delivery No
1	Mike McKinnon	1064722	5.1	48	77344A45	⊙ BLMX 13 1/4R17 prop	1	Each	96.59	96.59	3199630073
Freight and Fees:										0.00	
Tax:										0.00	
Invoice Total:										96.59	
Net Due by										May 5, 2008:	96.59
										Currency: USD	

Federal ID No. 36-0848180

No goods are to be returned without permission from us.

Our liability for defective product is limited only to replacement of parts, if, in our judgement, defect exists. We are not responsible for cost of machine work, transportation or other charges.

Claims for defects or shortages must be made within five days after receipt of goods.


Our responsibility ceases after we hold receipt in good order from transportation company.

All agreements are contingent upon strikes and other conditions and causes beyond our control.

Price subject to change without notice.

Report on Special Investigation of the
City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs


Page 1 of 1

Mercury Government Sales
PO Box 1939
Fond du Lac, WI 54936-1939
United States

Invoice

Sell To:
City of Denison FD
1214 1st Ave North
Denison IA 51442

Ship To:
City of Denison FD
1214 1st Ave North
Denison IA 51442

Customer Number: 86157
Invoice: 3541042
Date: 05-MAR-08
Payment Terms: 60 Net
Payment Due: 04-MAY-08
Ship Method: UPSN

Bill To:
City of Denison FD
PO Box 668
Chief McKinnon
Denison IA 51442

Remit To:
Mercury Marine
PO Box 96964
Chicago IL 60693

Line No.	Customer PO No.	Order No.	Order Line No.	Class	Item No.	Item Description	Order Qty	UOM	Unit Price	Extended Price	Delivery No.
1	Mike McKinnon	1064722	2.1		881170A14	⊗ R/C 14 PIN	1	Each	175.00	175.00	3200822003
2	Mike McKinnon	1064722	3.1		877773A15	⊗ CABLE ASSY-15 FT	2	Each	36.00	72.00	3201421003

Freight and Fees: 0.00

Tax: 0.00

Invoice Total: 247.00

Net Due by May 4, 2008: 247.00

Currency: USD

Federal ID No. 36-0848180

No goods are to be returned without permission from us.

Our liability for defective product is limited only to replacement of parts, if, in our judgement defect exists. We are not responsible for cost of machine work, transportation or other charges.

Claims for defects or shortages must be made within five days after receipt of goods.

Our responsibility ceases after we hold receipt in good order from transportation company.

All agreements are contingent upon strikes and other conditions and causes beyond our control.

Price subject to change without notice.

002-150-3-6710

Report on Special Investigation of the
City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs

MERCURY Page 1 of 1

Mercury Government Sales
PO Box 1939
Fond du Lac, WI 54936-1939
United States

Invoice

Sell To: City of Denison FD 1214 1st Ave North Denison IA 51442	Ship To: City of Denison FD 1214 1st Ave North Denison IA 51442	Customer Number: 86157 Invoice: 3547476 Date: 10-MAR-08 Payment Terms: 60 Net Payment Due: 09-MAY-08 Ship Method: CNWY
---	---	---

Bill To: City of Denison FD PO Box 668 Chief McKinnon Denison IA 51442	Remit To: Mercury Marine PO Box 96964 Chicago IL 60693
---	--

Line No.	Customer PO No.	Order No.	Order Line No.	Class	Item No.	Item Description	Order Qty	UOM	Unit Price	Extended Price	Delivery No
1	Mike McKinnon	1064722	1.1	1	1090D73HY	ME 90 ELPT OPTI	1	Each	4,958.00	4,958.00	3201602010
Serial Nbr: 1B585785											
Freight and Fees:										0.00	
Tax:										0.00	
Invoice Total:										4,958.00	
Net Due by									May 9, 2008:	4,958.00	
											Currency: USD

Federal ID No. 36-0848180

No goods are to be returned without permission from us.

Our liability for defective product is limited only to replacement of parts, if, in our judgement, defect exists. We are not responsible for cost of machine work, transportation or other charges.

Claims for defects or shortages must be made within five days after receipt of goods.

Our responsibility ceases after we hold receipt in good order from transportation company.

All agreements are contingent upon strikes and other conditions and causes beyond our control.

Price subject to change without notice.

002-150-3-6710

Report on Special Investigation of the
City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs

PURCHASE ORDER		No 07930
City of Denison		
111 North Main - P.O. Box 668 Denison, Iowa 51442 (712) 263-3143		Date <u>8-11-09</u>
<input type="checkbox"/> Airport <input type="checkbox"/> Animal Control <input type="checkbox"/> Aquatic Center <input type="checkbox"/> City Hall <input checked="" type="checkbox"/> Fire Department <input type="checkbox"/> Other	<input type="checkbox"/> Library <input type="checkbox"/> Parks & Recreation <input type="checkbox"/> Police Department <input type="checkbox"/> Senior Center <input type="checkbox"/> Street Department	To: <u>Mercury Motors</u> <u>P.O. Box 96764</u> <u>Chicago IL</u>

ACCOUNT #	QTY.	DESCRIPTION	PRICE	AMOUNT
001-150-2-633 2		Pump repairs		237.05
TOTAL				237.05

Signature Mick McKenna

Report on Special Investigation of the
City of Denison Fire Department

Copy of Purchase Orders and Invoices for Boat Motor and Repairs

MERCURY

Statement

CUSTOMER NO.	CLOSING DATE	PAGE	TOTAL AMOUNT
86157	06/30/2009	1 of 1	237.05

SOLD TO: City of Denison FD
PO Box 668
Chief McKinnon
Denison IA 51442

MAIL PAYMENT TO: Mercury Marine
PO Box 96964
Chicago IL 60693

SEND OVERNIGHT PAYMENT TO: Bank of America-Mercury
Marine
96964 Collections Center Drive
Chicago IL 60654

City of Denison FD # 86157

TRANSACTION NO.	TYPE	P.O. NO.	STATUS	DATE	DUE DATE	ORIGINAL AMOUNT	REMAINING AMOUNT
4368999	Invoice	07754	Current	06/03/2009	06/02/2009	212.55	① 212.55
4372880	Invoice	07754	Current	06/04/2009	06/03/2009	24.50	② 24.50

① r-sing kit 212.55
② lifting eye 24.50

Other purchases:
③ remote control 377.00
④ 2 cable
⑤ 1 harness key switch

Account Aging	Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days
	237.05	0.00	0.00	0.00	0.00

Past due amounts will be assessed a service charge of the lesser of 2% per month, or the maximum monthly percentage rate permitted by applicable law.

Credit Contact: Janet Kramer
(Ph) 920-929-5905
(Fax) 920-929-6903

Parts/Sales: (ph) 800-962-0927
(fax) 800-457-8736

OB Warranty: (Ph) 920-929-5054
(Fax) 920-929-5893

MC Warranty: (Ph) 405-743-6539
(Fax) 405-743-6548

MercNet: (Ph) 800-556-4327
(Fax) 920-924-1042

Co-op: (Ph) 877-466-2667
(Fax) 920-926-2589

Merc University: (Ph) 888-326-3728
(Fax) 920-929-5929

Federal ID. No. 36-0848180

Thank you!

1 Please detach this portion along dotted line and include with your payment.

MERCURY

MAIL PAYMENT TO: Mercury Marine
PO Box 96964
Chicago IL 60693

TRANSACTION NO.	AMOUNT DUE	TOTAL PAID	AMOUNT PAID
4368999	212.55	()	
4372880	24.50	()	

TOTAL AMOUNT	237.05
CHECK AMOUNT	
Thank You!	

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 18, 2010 E-mail Regarding Where Payments Were Deposited

Kevin Flanagan

From: Michael McKinnon [REDACTED]
Sent: Thursday, February 18, 2010 11:24 AM
To: Kevin Flanagan
Subject: RE: bills

I gave the money to the city manager. I would hope it is part of the Fire Station account revenue side. Should be 2500 and the rest were 500.

Mike McKinnon
Fire Science Instructor
Sent from my Mobile phone

-----Original Message-----

From: Kevin Flanagan <citymanager@denisonia.com>
Sent: Thursday, February 18, 2010 10:20 AM
To: Michael McKinnon <mckinnonm@sanjuancollege.edu>
Subject: RE: bills

Hey... where should I look in order to find the checks for the motor again... I know you have told me once, but of course I forgot...

Kevin

From: Michael McKinnon [REDACTED]
Sent: Wednesday, February 17, 2010 11:14 AM
To: Chief Mike Schrum; Kevin Flanagan
Cc: [REDACTED]
Subject: bills

So, here we go again. How long must this continue before the city is called upon for harassment? For the next several months you have to understand that my name will be on many invoices. I was the fire chief for 11 years. I still get information occasionally that has Duane Zenk listed as the chief, and he has not been the chief for 12 years.

There is a checks and balance system with the chief approving purchases, Garry Chapman reviewing them, and the council approving them. Instead of listening to a spiteful person and getting one side on invoices, why doesn't the city do the proper thing and get the information from the source.

Denying invoices from a motel in Ames because my name was listed as the bill to person? Good grief, how childish and immature can it get? My name is still listed on the invoices because I made the reservations last fall....I ALWAYS made reservations three to four months out from fire school. If this was not done, the rooms would book up and we would have to split the firefighters apart which made travel a nightmare.

Researching past invoices to find fault and misappropriation of funds is just another nail

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 18, 2010 E-mail Regarding Where Payments Were Deposited

in the coffin. This is harassment on. This is calling my name, reputation and character into question. As I have mentioned, all purchases were done in good faith and for the betterment of the department. Duane Zenk has accused me of misusing city funds before and is continuing to do so. In his tenure, he did not spend money and left the fire department with aged equipment. You must keep equipment up to date in order to remain effective and provide a level of safety for the department. NFPA and OSHA have very strict mandates on age of equipment. Purchases must be made to keep a department moving forward.

For the final time, I am very frustrated with the accusations and searching to find faults. It is time that this ends.

Mike

Mike McKinnon

San Juan College

Fire Science Instructor

Denison Fire Chief-retired

o: 505- [REDACTED]

m: 505- [REDACTED]

Training the firefighters and leaders of tomorrow

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 19, 2010 E-mail Regarding Items Purchased by Dalmatian Safety

Kevin Flanagan

From: Michael McKinnon [REDACTED]@denisonfire.com
Sent: Friday, February 19, 2010 8:22 AM
To: Kevin Flanagan
Subject: misc

Well, here is what I have been able to come up with:

Items purchased that you will not find an invoice or purchase order for because I purchased them using Dalmatian Safety Funds:

1. 1000 ft. spool of rescue rope
2. Confined space training
3. AED and AED trainer
4. 2 CPR manikins
5. Several carabiners
6. 2. Rope rescue harness
7. Winch for tripod
8. 4 tuitions to Texas A&M Fire School
9. Props and DVDs for fire prevention
10. 1. Water rescue suit
11. Qty dive weights
12. Digital temperature monitor
13. Automatic nozzle
14. SCBA
15. Repeater

This is what comes to mind quickly...This is about \$19,600

I have figured the mileage that I used my personal vehicle for. As per the city policy, any miles driven for the city using personal vehicles are reimbursable. These miles are documented and filed with the IRS. Yes, I will have to change my tax returns, as I will.

1999: 4727 miles
2000: 5382 miles
2001: 591 miles
Total 10700 miles.

Invoices that I have must cover:

~~\$5101.55~~
\$605.55
\$1298.87
\$299.99

Total: \$7306

6/18/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 19, 2010 E-mail Regarding Items Purchased by Dalmatian Safety

Page 2 of 2

I am sending an immediate check for \$2,000 today. I will either pay for the remaining balance over the next 30 days or so and the city will pay me for mileage or a deduction can be made.

Before I wipe out my entire savings account, if that is necessary, I would like for you to talk with the Sheriff. If no charges are going to be made then you and I will work to get everything covered. I ask that this become a high priority visit for you please.

Thanks,
Mike

Mike McKinnon
San Juan College
Fire Science Instructor
Denison Fire Chief-retired

o: 505-
m: 505-

Training the firefighters and leaders of tomorrow

6/18/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of December 23, 2009 E-mail Regarding Mower for Prospective Buyer

Cory Snowgren

From: Chief Mike McKinnon
Sent: Wednesday, December 23, 2009 9:54 AM
To: [REDACTED]@com
Subject: House

Matt,

I hear that you may be interested in looking at our house. You are welcome at any time, but if first of next week would work for you, that would be great.

The property was purchased in 2006. At that time it was a block 28x50 structure being used as a house, it also had a 24x36 two car heated garage and workshop and a 4 bay metal utility building. We purchased a Shultz home and put it on the top of the structure there. We added three decks, one cedar and two treated. One deck is enclosed, which has a 5 person Marquee hot tub. We also have cable running out there so we can watch TV!

The Shultz home is a manufactured home which means that it was transported down the road on axles. The home has 2x6 stud walls instead of the traditional 2x4. The walls are R19 insulated with Low-E double pane windows, R32 insulation in the attic, and R32 insulation under the floor joists. The house also has a layer of wood sheathing before the sheetrock was installed. There are standard floor joists, 24 inch on center, and two massive metal I beams running the length of each side of the home. All of this makes the home super sturdy so it can travel down the road.

Other than the metal I beams, the house is identical to a stick built home; all electrical meets the National Electrical Code, all the plumbing in PEX tubing with shutoffs at each appliance exceeding the Uniform Plumbing Code, the construction of the home meets HUD building code.

The basement was existing, but we added all new electrical and heaters to the basement, painted, put carpeting down and have started rehabbing all of the rooms. We are going to leave the electric, smooth top stove, built in microwave/hood, dishwasher, and two door refrigerator with ice and water in the door. All of these appliances are just over three years old. The furnace is three years old and has an electric element. We installed an air to air heat pump for the main heat and the central air conditioning. The home is extremely efficient. We will also leave the refrigerator, electric stove and deep freeze that is in the basement.

Two years ago Greg Gunderson and I installed an EIGHT inch water main to our houses that DMU now owns. There is even a fire hydrant across the road. Power is from WIPCO and is very reliable. There is NO propane on the property.

On the main floor: Three bedrooms including a Master bedroom with private master bath. 2 full bathrooms (one is Master), Living room, Eat in kitchen, utility room, sliding patio door to back deck.

Basement: Full kitchen, full bathroom, large family/living room, two rooms (one currently is bedroom and an office, large mud/utility room. Two doors walk directly outside.

Report on Special Investigation of the
City of Denison Fire Department

Copy of December 23, 2009 E-mail Regarding Mower for Prospective Buyer

Three years ago, our loan was \$169,000 plus \$10,000 for the decks, driveway, etc. At that time the house appraised for over \$180k, which is now going to be in the 150K range due to the housing market.

The home is currently ASSESSED at \$121K. The assessed value is usually 80 percent or so of actual value.

To be completely honest, we owe \$135,400 on the primary mortgage and \$8500 on the line of credit. If we can pay off the main mortgage and some of the realtor fee we will be happy.

If anyone is half way interested by the first of the year, I will throw in the Poulan lawn tractor, bagger and snow blade.

The pluses to the house are:

- Extremely energy efficient
- Only three years old
- HEATED two car garage
- Storage building, 2 bays are enclosed; for storing 'toys'
- Very quiet
- Awesome views
- Usually don't smell the industrial plants!
- Decent county road, only ½ mile to the city limits
- New six inch thick concrete driveway
- 1 year warranty on the home
- LOTS of room, could rent the basement out
- NO city rules and regulations, no sewer costs, no garbage fees, lower taxes.
- Enclosed hot tub
- Fairly new appliances
- Fenced yard, very secure, no vandalism or theft.

The downfall:

Manufactured home financing will only be done by a handful of lenders. We are with Wells Fargo Stairs. No matter which door you go in, there are stairs to get the main floor.

If you need any other information or would like to look at the house, let me know.

Mike

Chief Mike McKinnon
Denison Fire Department
Iowa Firemen's Association Past-President
IA-Alt Delegate NVFC

Report on Special Investigation of the
City of Denison Fire Department

Copy of January 10, 2010 E-mail Regarding Stashing the DeWalt Miter Saw

From: Mike McKinnon [mckinnon@redacted.net]
Sent: Sunday, January 10, 2010 10:38 AM
To: 'nrfulkmckinnon@redacted.com'
Subject: list of things to do
Attachments: image001.jpg



IMG [cid:image001.jpg@01CA91D8.02E31380] I do need you to do a few things for me please. 1. There is a DeWalt miter saw in the garage. Can you please put it in the boat? Marsha is causing quite a stink over this tool. If you look in the garage, you will also find an older, smaller miter saw. We were using it at the station and it was broken. As I would do with anyone, I purchased a new one to replace it. Well, I had to go with a DeWalt because no other brands were available. Now Marsha is throwing a stink. So, just to keep anyone from snooping, please stash it. When you have time, I'll have you take the old one to the station (when no one is around please) and put it on the bottom shelf up by the old tanker truck. Thank you! 2. Then I need you to log into www.frontiernet.net. The password is [redacted]. When you get there, give me a call and I'll walk you through the steps. Or...just go to "my frontier accounts" tab on the top to the right. When you get in there, you will need to go to forwarding and make sure it is not forwarding to the firechief@denisonia.com account. It appears that it is... Thanks.

Report on Special Investigation of the City of Denison Fire Department

Description of Wall Décor Art

Courage Firefighter Stained Glass Wall Decor Art--For the Home-Wall Decor-Art

Page 1 of 1

Sears Credit Cards | Store Locator | En español | Customer Services

TODAY & ONLINE ONLY! one day **SALE** extended extra 5-15% off sale prices | learn more



The Bradford Exchange Courage Firefighter Stained Glass Wall Decor Art

Item# SPA3960S178190085 | Model# 102345001

(Be the first to rate and review this item)

\$135.00

Sold at Bradford Exchange

Est. shipping \$14.99

Reach millions of customers

Sell your product on Sears. [Learn more.](#)

Product Description

Illuminated Firefighter Collectible Stained Glass Panorama a Handsome Wall Decor Art Pays Tribute to Firemen! Exclusive! - When raging flames hunger to consume everything in their path and lives hang in the balance, firefighters time and again stand up to the challenge, and stare down their unrelenting foe. Putting themselves in harm's way to help those in desperate need, firemen are selfless heroes, willing to risk their own lives to serve others. Now, you can honor this noble profession with a firefighter collectible stained glass panorama that bears a gleaming Maltese Cross and the word "Courage." Enjoy a luminous salute to a courageous calling with exquisite limited-edition lighted stained glass art featuring an exciting montage of photo-realistic scenes of courageous firefighters in action. Available only from Bradford Exchange, nearly 2' wide, this illuminated firefighter collectible stained glass panorama provides up to 10,000 hours of illumination. This handsome firefighter wall decor art is equally impressive lit or unlit, and it makes a thoughtful gift for a firefighter. You won't want to miss out. Order now!

Customer Ratings And Reviews

Do you own this product?

http://www.sears.com/shc/s/p_10153_12605_SPA3960S178190065P

5/18/2011

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 11, 2010 E-mail Regarding Purchases at Tech Depot
and Reynolds Clothing

Kevin Flanagan

From: Michael McKinnon [REDACTED]
Sent: Thursday, February 11, 2010 6:05 PM
To: Kevin Flanagan
Cc: Chief Mike Schrum
Subject: invoices

Okay, so Marsha is giving more invoices. Here are explanations....

Reynolds Clothing. Coveralls. For firefighters to wear during bad weather...three pair in the closet, one additional pair bought..in the closet. One coat bought. In the closet also. Two pairs leather gloves bought. One pair in F272 truck, other in the closet.

Tech depot. Firewall for city hall. GPS unit for excursion. Cable for GPS returned.


Good god. Enough is enough. Maybe every copy she makes the chief should get one. Is duane paying for copies and time of staff. I'm serious, enough is enough. It needs to stop. This is borderline harassment, I'm serious!

Mike McKinnon
Fire Science Instructor
Sent from my Mobile phone

Report on Special Investigation of the
City of Denison Fire Department

Copy of Fax to Mike McKinnon and Memo Regarding Scam

From: ICR 807-748-1478 To: MIKE MCKINNON Date: 07/16/2008 Time: 11:09:18 AM Page 1 of 1

 **INTERNATIONAL CREDIT RECOVERY INC.**
300 MAIN STREET • P.O. BOX 992 • VESTAL, NEW YORK 13851
(607) 748-4686

To: DENISON CITY STP
Attn: MIKE MCKINNON
Fax Number: 1(712) 263-8666

RECEIPT

RE: Progressive Business Publications
Publication: SAFETY COMPLIANCE ALERT
Account Number: A44852670
Amount: \$299.00
Date Charged: 07/16/2008
Card Charged: XXX5398
Comments:

Thank you for your payment. If you have any questions please do not hesitate to contact me by phone at (607) 748-4686.

Sincerely,

Michele Bennett
Accounts Receivable

Please notify ICR if there are any problems with this transmittal at (607) 748-4686.

Report on Special Investigation of the
City of Denison Fire Department

Copy of Fax to Mike McKinnon and Memo Regarding Scam

October 13, 2009

PCard-32-2009: Alert on Fraudulent Company Scam

This information is being sent on behalf of John T. McCain, Program Manager, Charge Card Service Center Program Office.

USDA's Charge Card Service Center would like to alert you to a new scam that has occurred with employees within USDA who have received phone calls from a fraudulent company, "Professional Business Publications" and then as an organization "International Credit Recovery." Please see details of the scam below.

The scam works like this:

"The sales calls come from a fraudulent company called "Professional Business Publications" and they try to sell you subscriptions to publications. After several months, they call you back under the name of "International Credit Recovery" stating that they are a collection agency for "Professional Business Publications" and that you had agreed to a publication subscription.

When you indicate that you did not purchase a subscription, they tell you that you confirmed by giving them your date of birth (Month and Day only). If you still refuse to pay, they threaten you that your personal information will be submitted to the credit bureaus.

The telephone numbers for "International Credit Recovery" are 607-748-5231 or 607-748-4686 or 607-748-1688.

A complaint has been filed re: this scam with the New York Attorney General's Office."

Please advise your cardholders of the following:

- Do not give out ANY personal information over the phone, the internet or the mail.
- If you think the request is valid you should always contact the bank yourself using the number on the back of your card and forward any suspicious emails or information of potential fraud to fraud_help@usbank.com.
- If anyone ever gives out information they should immediately call US Bank Customer Service.

Please pass this on to your cardholders, coordinators and approving officials. By informing each other, we protect each other.

Please email any questions to ccsc@da.usda.gov.

Thank you!

Report on Special Investigation of the
City of Denison Fire Department

Copy of June 3, 2010 E-mail to the Auditor of State

From: David Vaudt
To: McKinnon, Mike and Nancy
Date: 6/3/2010 1:04 PM
Subject: Re: Information
CC: Kusian, Tami

Mike,

Thank you for sharing your concerns. I have forwarded your concerns to the team in my Office that is working on this investigation.

Dave

>>> "Mike and Nancy McKinnon" [REDACTED] com> 6/1/2010 9:21 PM >>>
As more and more information is coming to light, I feel obligated to provide some information to you. Mr. Zenk in Denison is continuing to throw accusations about items that are missing from the fire department. I was also told that the auditor was given a tour of missing items. A local firefighter has contacted me and told me that several 'missing' items are reappearing. Some of the items that I am being accused of taking include a storm door, burgundy in color that is now at the fire department training building. Also digital door locks, heater, motion lights, an electrical panel and green treat lumber have shown up. I am also being accused of taking a truck topper. While I do have a topper, mine is painted from the factory to match my truck and a different manufacturer than the department's. I can assure you that I do not have ANY City of Denison equipment.

There are so many things that were purchased that were for the fire safety house program such as TVs and stereo equipment and hitches and camper supplies; items that were purchased for other departments if we damaged it at a call; items that were purchased to replace damaged or destroyed items of volunteer firefighters.

Again, I can assure you that I do not have any items that belong to the City, nor have I had any items and sold them for money. As I stated previously, any purchase order that I ever presented was for actual goods or services, contrary to information being presented.

Again, thank you for your time.

Mike McKinnon

file:///C:/Documents and Settings/TKusian/Local Settings/Temp/XPGpWise/4C07A859AO... 6/3/2010

Report on Special Investigation of the
City of Denison Fire Department

Copies of Dalmatian Safety Invoices to the City

Dalmatian Safety

PO Box 276 Denison, IA 51442

SOLD TO

City of Denison
PO Box 668
Denison, IA 51442

SHIP TO

Mike McKinnon, Chief
111 North Main
Denison ,51442

Date: 12/05/2005

INVOICE **No. 105**

DESCRIPTION	QUANT.	UNIT	PRICE
9 Volt Battery	2000	0.45	\$ 900.00
Smoke Detector	200	4.10	\$ 820.00
Fire Extinguisher	200	22.83	\$ 4,566.00
Hand Outs	1000	0.87	\$ 870.00

Due date: 06/01/2006

Total before discount

\$ 7,156.00

0.00 % Discount

\$ 0.00

Remarks:

0.00 % Sales Tax

\$ 0.00

Grand Total

\$ 7,156.00

Signature: _____

Copies of Dalmatian Safety Invoices to the City

PO Box 276
Denison, IA 51442



Invoice

Invoice # 06-2015

BIN To:

City of Denison
111 North Main
Denison, IA 51442

Ship To:

Fire Station

Date	Your Order #	Our Order #	Sales Rep.	FOB	Ship Via	Terms	Tax ID
7/31/06	5526	1015			Truck		42-6004497

[illegible]

REMITTANCE

Customer ID:

Date:

Amount Due:

Amount Enclosed:

Copies of Purchase Order and Supporting Documentation for Reimbursement
to the Denison Volunteer Fire Department

		PURCHASE ORDER	Nº 03123
		City of Denison 111 North Main - P.O. Box 668 Denison, Iowa 51442 (712) 263-3143	Date <u>10/30/02</u>
<input type="checkbox"/> Airport <input type="checkbox"/> Library <input type="checkbox"/> Animal Control <input type="checkbox"/> Parks & Recreation <input type="checkbox"/> Aquatic Center <input type="checkbox"/> Police Department <input type="checkbox"/> City Hall <input type="checkbox"/> Senior Center <input checked="" type="checkbox"/> Fire Department <input type="checkbox"/> Street Department <input type="checkbox"/> Other _____		To: <u>Denison Fire Dept</u> <u>R.A. Babbie</u> <u>Denison IA 51442</u>	

ACCOUNT #	QTY.	DESCRIPTION	PRICE	AMOUNT
002-150-36710		Reimburse for		
		Continued space training		12,000. ⁰⁰
* GRANT (R)		and equipment		
		purchased for		
		Federal Grant		
			NO SALES TAX	
			TOTAL	12,000 ⁰⁰

Signature Mike McKen

Report on Special Investigation of the
City of Denison Fire Department

Copies of Purchase Order and Supporting Documentation for Reimbursement
to the Denison Volunteer Fire Department

Progressive Training

PO Box 87621
West Des Moines, IA 50265

Invoice

Invoice # 06-2085

Bill To:

City of Denison
111 North Main
Denison, IA 51442

Ship To:

Fire Station

Date	Your Order #	Our Order #	Sales Rep.	FDB	Ship Via	Terms	Tax ID
9/28/2006	5526						42-8004497


Quantity	Item	Units	Description	Discount	Taxable	Unit Price	Total
1			Confined Space Awareness Training			3000.00	3000.00
1			Confined Space Entry Training			5500.00	5500.00
1			Certifications			1750.00	1750.00
1			Entry Kit (tripod, safety harnesses, wisch)			1750.00	1750.00
Subtotal							12000.00
Tax							Govt
Shipping							Included
Miscellaneous							
Balance Due							12000.00

REMITTANCE

Customer ID:
Date:
Amount Due:
Amount Enclosed:

Report on Special Investigation of the
City of Denison Fire Department

Copies of Purchase Order and Supporting Documentation for Reimbursement
to the Denison Volunteer Fire Department


 **DENISON VOLUNTEER FIRE DEPARTMENT**
P.O. BOX 668
DENISON, IA 51442-0668

4750

DATE 9/28/16 72-288/739

PAY TO THE ORDER OF Progressive Training \$ 12000.00

Twelve thousand and 00/100 DOLLARS

 **Crawford County Bank**
DENISON, IOWA 51442

FOR Training & Equipment Federal Grant [Signature] [Signature]

11808711

Report on Special Investigation of the
City of Denison Fire Department

Copy of Check from the Denison Volunteer Fire Department

071000301
11/15/2006
6518567459

This is a LEGAL COPY of
your check. You can use it
the same way you would
use the original check.

11/14/2006
00001300022040

073921333

DENISON VOLUNTEER FIRE DEPARTMENT
P.O. BOX 868
DENISON, IA 51402-0868

4750

DATE 9/28/06 72-281/03

PAY TO THE ORDER OF Progressive Training Inst / Volunteer Safety \$ 12000.00

Twelve thousand and no/100 DOLLARS

Crawford County State Bank
DENISON, IOWA 51402

FOR Training & Equipment Federal Court [Signature]

#004750# [REDACTED] #0001200000#

#004750# [REDACTED] #0001200000#

7-11-06

Appendix 14

Report on Special Investigation of the City of Denison Fire Department

Copies of Purchase Orders and Invoices for Payments by the City to
D & S Emergency Equipment

EQUIPMENT & SERVICE QUOTE / ORDER FORM					
		D & S Emergency Equipment			
Cust. Name	Denison Fire Dept.			OrderDate	2/23/2009
Address	PO Box 668			Promised/Date	ASAP
City, State, Zip	Denison, IA 51442			Acc #	
Contact Name	Mike McKinnon, Chief			PO #	Mike
Phone #	712/263-2806 FAX:			SO #	
ORDER	QTY	MODEL # / DESCRIPTION	SERIAL #	UNIT PRICE	EXT. PRICE
	1	Load Minder Dual Sensor system		\$ 2,850.00	\$ 2,850.00
	1	Wiring harness		\$ 625.00	\$ 625.00
	1	Hydraulic pump circuit board and relay		\$ 1,475.00	\$ 1,475.00
	QTY	INSTALLATION AND MAINTENANCE		EQUIP/TOTAL	\$ 4,950.00
	1	Troubleshoot aerial device		\$	550.00
	1	Install new load minder system		\$	1,850.00
	1	Install hydraulic circuit system		\$	1,100.00
	2	Travel		\$	500.00
REMARKS:					
				PURCHASE TOTAL	\$ 8,950.00
				TAX EXEMPT #	42-6004497
				SALES TAX	exempt
				SHIPPING CHARGES	none
				TOTAL	\$ 8,950.00
Prepared by: Tom Gmeal		Date: 2/23/2009	Accepted by:		Date:

Appendix 14

Report on Special Investigation of the City of Denison Fire Department

Copies of Purchase Orders and Invoices for Payments by the City to
D & S Emergency Equipment

[illegible]

Report on Special Investigation of the
City of Denison Fire Department

Copy of March 27, 2010 E-mail Regarding Invoice to the
Crawford County EMS Association

Page 1 of 1

The Ambrose's

From: "Mike McKinnon" [REDACTED]@com>
To: "LaVerne Ambrose" [REDACTED]
Sent: Saturday, March 27, 2010 4:09 PM
Attach: scan0004.pdf
Subject: invoice

I do apologize for the delay. In my short timeframe of moving things just got pushed together.

I do apologize for putting you through this also. Please know that everything is correct. As mentioned I did charge for all of the countywide CPR training that we did, but only invoiced after all other EMS training was paid for. This grant was not part of the normal training funds, so there was no need to wait until June as I usually did. As it would not hurt the regular training fund, I needed to get all of the training centers paid before I left the state.

PLEASE, if you have any questions at all...at all, please call me. There is nothing to hide and I can show you every penny. The latest is that I forged Greg's signature. I NEVER did that. I always took the checks to you and Greg for signature, the bank statements went to you so you could review them and stay on top of them before they were filed away. HONEST!

Mike

Mike McKinnon
San Juan College Faculty
Denison Fire Chief - retired

03/29/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of March 27, 2010 E-mail Regarding Invoice to the
Crawford County EMS Association

INVOICE

DS Safety
2501 S Main Loop
Denison, IA 51442

Crawford County EMS
1202 Broadway
Denison, IA 51442

Date	Course	Quantity	Price	Total
February	HS CPR/FA	17	\$ 19.00	\$ 323.00
February	HS CPR	8	\$ 15.00	\$ 120.00
March	Instructor Renewal	4	\$ 30.00	\$ 120.00
April	HCP Renewal	4	\$ 15.00	\$ 60.00
April	HS CPR / AED	8	\$ 19.00	\$ 152.00
April	HCP Renewal	15	\$ 15.00	\$ 225.00
April	HS ACI	12	\$ 15.00	\$ 180.00
April	HS ACI	12	\$ 15.00	\$ 180.00
April	HS ACI	11	\$ 15.00	\$ 165.00
April	First Aid	12	\$ 15.00	\$ 180.00
April	First Aid	12	\$ 15.00	\$ 180.00
April	First Aid	11	\$ 15.00	\$ 165.00
July	HS FA	8	\$ 15.00	\$ 120.00
July	HS ACI/FA	8	\$ 15.00	\$ 120.00
July	HCP Renewal	16	\$ 15.00	\$ 240.00
October	HCP Renewal	15	\$ 15.00	\$ 225.00
October	Instructor	2	\$ 45.00	\$ 90.00
November	HS ACI	11	\$ 15.00	\$ 165.00
November	HS ACI	6	\$ 15.00	\$ 90.00
November	HS ACI	5	\$ 15.00	\$ 75.00
November	HS FA	11	\$ 15.00	\$ 165.00
November	HS FA	6	\$ 15.00	\$ 90.00
November	HS FA	5	\$ 15.00	\$ 75.00
Subtotal 2009 Training				\$ 3,505.00

Report on Special Investigation of the
City of Denison Fire Department

Copy of March 27, 2010 E-mail Regarding Invoice to the
Crawford County EMS Association

Crawford County EMS Invoice continued

Disposable vent	14	\$	15.20	\$	212.80
Mask	14	\$	5.99	\$	83.86
Wipes	10	\$	4.75	\$	47.50
Student Manual	80	\$	13.95	\$	1,116.00
Student Manual	30	\$	8.95	\$	268.50
AED Training Electrodes	1	\$	90.00	\$	90.00
AED Trainer	2	\$	479.00	\$	958.00
Core Instructor Book	6	\$	25.00	\$	150.00
HS DVD	2	\$	70.00	\$	140.00
HCP DVD	2	\$	70.00	\$	140.00
Maniken Adult	1	\$	205.00	\$	205.00
Maniken Infant	1	\$	485.00	\$	485.00
Replaceable airways	1	\$	57.50	\$	57.50
Resusci Baby Face	1	\$	50.00	\$	50.00

Subtotal 2009 Training Equipment \$ 4,004.16

2009 CPR Training \$ 3,505.00

2009 CPR Equipment \$ 4,004.16

Total 2009 CPR \$ 7,509.16

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

State of Iowa Exercise Reporting Form

Homeland Security Exercise and Evaluation Program (HSEEP) Compliant

NOTE: HSEEP Guidance recommends that all after-action reports/improvement plans from exercises conducted with Department of Homeland Security (DHS) funding be uploaded to the HSEEP portal. According to the DHS point of contact for Iowa, the only personnel with access to the portal are the "DHS Exercise Managers and the LLIS Team. Any information that LLIS compiles is scrubbed for location and other specifics that could help identify jurisdictions involved prior to being posted on LLIS.com. The only time the DHS Exercise Managers will share the information provided in AARs/IPs with external personnel is if Congress or the White House requests it."

Based on the federal recommendation, we will upload all AARs/IPs submitted for credit unless you request otherwise. If you would prefer that we do not upload this AAR/IP to the HSEEP portal please select No in the following box; this form will default to "Yes" releasing the information, unless otherwise specified. ☒ YES ☐ NO

Chapter 1: Exercise Overview

(For Executive Summary, please see Conclusion)

Organization submitting report: Crawford County EMS

Exercise Name: County Mass Casualty Exercise

County: Crawford

Exercise Date: 06/09/09

Duration: (Days or Hours) 4.5 hours

Type of Exercise: ☐ Tabletop ☐ Functional ☒ Full-Scale ☐ Actual

Funding Source: local

Program:

Exercise Focus	<input type="checkbox"/> Preparedness	<input type="checkbox"/> Mitigation	<input checked="" type="checkbox"/> Response	<input type="checkbox"/> Recovery
	<input type="checkbox"/> Prevention	<input type="checkbox"/> Protection	<input type="checkbox"/> Detection	
Primary Hazard	<input type="checkbox"/> Natural Choose One	<input type="checkbox"/> Technological	<input checked="" type="checkbox"/> Terrorism	<input type="checkbox"/> Other
Secondary Hazard	<input checked="" type="checkbox"/> Natural Choose One	<input type="checkbox"/> Technological	<input type="checkbox"/> Terrorism	<input type="checkbox"/> Other
Actual Event	<input type="checkbox"/> Natural Choose One	<input type="checkbox"/> Technological	<input type="checkbox"/> Terrorism	<input type="checkbox"/> Other

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

Exercise Location(s): Denison, IA
(City, state or address/specific locations)

List all participating organizations/agencies for NIMS compliancy: Crawford County EMS, Denison Fire, Crawford County Sheriff, Crawford County EMA, Vail Fire, Charter Oak Fire, Dow City Fire, Deloit Fire, Manilla Fire, Crawford County Hospital

Total number of participants: 107
Players: 68
Victim actors: 0
Controller/Evaluators: 6
Observers: 4

Chapter 2: Exercise Goals and Objectives

Note: This section should be used to briefly list the goals and objectives for the exercise. Objectives should be SMART (Simple, Measurable, Achievable, Realistic, Task/Time-oriented)

Goal: Respond to a Multi-casualty incident

Objective: Arrive on scene and identify a MCI within 10 minutes

Objective: Incident command will call for mutual aid within 3 minutes of arriving on scene

Objective:

Objective:

Goal: Activate the mutual aid system

Objective: Comm center will identify closest mutual aid units within 30 seconds

Objective: Incident command will request mutual aid within 3 minutes

Objective: Comm center will dispatch appropriate mutual aid units within 1 minute.

Objective:

Goal: Set up Incident Command system

Objective: Incident command system will be initiated within 2 minutes of arriving on scene

Objective: Incident commander will identify key positions of the ICS system within 3 minutes of arriving.

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

Objective: All key positions will be filled by appropriate personnel within 5 minutes of arrival.

Objective:

Goal: Set up Triage

Objective: Triage will be set up within 5 minutes of arriving on scene.

Objective: Appropriate area will be designated as triage staging area within 30 seconds of setting up.

Objective:

Objective:

Goal: Accountability will be followed

Objective: All responders will use the county accountability system and will check in on arrival.

Objective: All responders will check in and out as stated in county SOG.

Objective: All responders will work within their appointed section and remain with that team.

Objective:

Chapter 3: Exercise Events Synopsis

Note: The "Exercise Events Synopsis" section should be used to provide an overview of the scenario. This needs to only be a short summary of major exercise events. Basically, what happened? Paste the exercise scenario below and/or the exercise timeline (8-10 major events) and/or Master Scenario Events List (MSEL).

The City of Denison is a reception center for the Iowa residents around the Ft. Calhoun nuclear power plant. The plant suffered a catastrophic failure that required evacuation procedures to be implemented. All residents in the evacuation zone were told to respond to their designated reception center. The Crawford County Emergency manager was alerted of the event and told to set up the reception center. The Denison Fire Department and Crawford County ambulance were dispatched to begin setting up the reception center. Approximately 38 minutes after the evacuation order was given, residents starting arriving at the Denison city limits. Traffic started to back up controlled intersections which also created a slow down on Highway 30. An explosion occurred on the Highway 30 railroad bridge 42 minutes after the evacuation order was given. This explosion collapsed the bridge onto a passing Union Pacific train. The explosion caused four vehicles to plummet to the ground below, with two vehicles having bridge debris trapped on it. The event caused a chain reaction multi-vehicle collision with injuries ranging from critical to walking wounded. The passing train had 62 cars derail including 13 into the Boyer River. The Denison police department, Crawford County ambulance and Denison

Report on Special Investigation of the City of Denison Fire Department

Copy of State of Iowa Reporting Form

Fire Department were the units initially dispatched to the scene. Arriving EMS personnel assessed the situation and request additional EMS units. Dispatchers had to ask which departments to dispatch. 2nd arriving EMS crew set up a triage area. Local fire departments assisted with triage along with rescue from vehicles. Haz Mat team members went to work on keeping the area safe for the medical units.

Chapter 4: Analysis of Mission Outcomes

Note: Overall how did this exercise succeed in meeting or accomplishing the goal(s) identified?

This exercise exceeded the response capability of all initial responders. With the urgency of keeping the traffic from the initial evacuation moving, resources were needed to reroute traffic. Responders from the Denison Fire Department were required to remain at the evacuation center leaving very few to respond to the accident. One ambulance was required to remain at the evacuation center leaving only two to respond to the scene. All of the responders quickly realized how important the incident command system was and the dire urgency to get additional units dispatched. Accountability is always an issue, but with this complex incident the responders realized how critical it was.

Chapter 5: Analysis of Critical Task Performance

Note: This section should analyze the issues that were identified during the exercise.

Capability/Task: The Capability Name/Universal Task Number (if applicable)

Reference: List the reference Exercise Evaluation Guide (EEG) task or any appropriate agency procedure, standards, annex, ESF (if applicable)

Summary of Issue: Briefly describe what went wrong

Consequence: Briefly state what happened because of what went wrong

Analysis: Provide any further discussion associated with the issue

Recommendations: List the recommendation(s) that would help to resolve the issue

Actions: List the specific action steps required to accomplish the recommendation

Capability/Task: Use established common response communication language

Reference: 4.2.1.1

Summary of Issue: Fire departments used plain language but established EMS squads used 10 codes.

Consequence: This caused confusion among the responders, especially for those that did not know what the 10 codes were.

Analysis: Need to do additional NIMS training and practice radio transmissions.

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Recommendations: Establish several NIMS and ICS review classes. Send a memo to all services and departments to use plain english for radio traffic.

Actions: Classes have been developed. Letters have been sent out.

Capability/Task: Establish Medical Branch Officer

Reference: 3.1.1

Summary of Issue: A Medical Branch Officer was not set up for 9 minutes.

Consequence: EMS work was being managed by the Operations Officer who was too busy to manage a specific discipline.

Analysis: Need to hold NIMS and ICS refresher class.

Recommendations: Establish several NIMS and ICS review classes.

Actions: Classes have been developed.

Capability/Task: Implement and maintain accountability procedures for EMS personnel, equipment and supplies

Reference: 3.3.4.1

Summary of Issue: The fire departments did a fair job of following the county accountability program, however the EMS units did not.

Consequence: IC had no idea who was on scene nor what EMS units were available.

Analysis: All service units in the county must be trained on the county accountability sytem.

Recommendations: Schedule classes on accountability.

Actions: Class has been developed that will be a part of the ICS/NIMS refresher course.

Capability/Task: Establish triage, treatment and transport areas.

Reference: 4.3

Summary of Issue: It took too long to set up formal areas that were identifiable for triage, treatment and transport.

Consequence: Victims were placed in clusters and were not transported in order.

Analysis: Triage training needs to take place, it has been over 8 years since a traige class took place in the county.

Recommendations: Schedule a triage class as part of county EMS training program.

Report on Special Investigation of the
City of Denison Fire Department

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Actions: The request for the class has been given to the county ems training committee.

Capability/Task:

Reference:

Summary of Issue:

Consequence:

Analysis:

Recommendations:

Actions:

Chapter 6: Conclusions

Note: The "Conclusions" section of the report should summarize all of the sections of the AAR. It should include the following:

- *Description of what went well*
- *Any lessons learned for improvement and major recommendations*
- *A summary of what steps should be taken to ensure that the exercise results will help to further refine plans and procedures, and identify any training needed for this type of incident.*

The initial responders were pulled from duties they were actively assigned to. With a major event already taking place, the communications operator was confused on what units were operating at which location. The better trained incident commander was already deployed at the EOC working on the original incident. Due to this, the secondary incident's command structure was not set up properly. It was clearly evident that more responders need to be trained or refresh their training on ICS and NIMS.

The goal of the exercise was to test the ICS and triage abilities of the area responders. The first arriving law enforcement officer radioed that several vehicles were involved and that more than one ambulance would be needed. The first arriving ambulance acknowledged this information and had the second ambulance from the hospital dispatched. Upon arrival of the first ambulance, the paramedics went directly to work treating the first patients that they came to.

The fire department arrived and went to work assessing the situation and determined how many victims needed extrication, set up IC and accountability and began requesting mutual aid. With no Medical Officer, the IC was required to request EMS assistance and

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

plan for worst case scenarios not knowing what each agency's capabilities were. With no Medical Officer, triage was not effectively set up for a lengthy amount of time. This delay allowed victims of low priority to be transported before high priority victims. The third responding EMS agency was able to provide a trained person to assume the duties of Medical Officer. From that point, all EMS functions operated very smoothly.

A triage team was formed and all patients were triaged very easily. The Medical Officer requested triage equipment and set up dedicated triage areas. Accountability was an issue for the majority of the EMS services. The fire departments all had accountability tags and followed the county protocol fairly well. It was later determined that many of the EMS personnel did not have accountability tags.

This situation was the first call where fire, EMS, hazmat and law enforcement all had to work together for a large scale incident. All lessons learned have been documented and recommended actions are being implemented. After the first several minutes of confusion the appropriate people fell into the proper ICS positions and the exercise went very smooth.

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

Chapter 7: Improvement Planning

Improvement Planning is a process that turns issues and concerns identified in the exercise into measurable steps that result in improved response capabilities. When complete, it specifically details what actions should be taken to address each issue or concern, who is responsible for taking the action, and the timeline for completion. All issues identified in Chapter 5 should be addressed in the improvement plan matrix below.

Universal Task # (If applicable)	Issue	Improvement Actions	Responsible Person / Agency	Completion Date
	ICS and NIMS training needs to be reviewed.	Establish an ICS / NIMS review class.	Denison Fire Dept. Instructors	1/25/2010
	Radio communication needs to be reviewed.	Include radio communication and reports within the ICS / NIMS review class.	Denison Fire Dept. Instructors	1/25/2010
	Accountability tags are not provided to all services in the county.	Purchase individual accountability tags for any county member that does not have one, and have them delivered to the department.	Denison Fire Chief	12/01/2009
	Triage training has not been provided in the county for over eight years.	Provide a triage class for all area EMS personnel.	County EMS training committee	3/31/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of State of Iowa Reporting Form

Chapter 8: Emergency Plans Exercised (if applicable)

List annexes exercised - This information will be used to evaluate county Emergency Management Performance Grant (EMPG) compliancy (specific to emergency management). As per EMPG and Code requirements, 100% of county emergency response plan annexes must be exercised every 5 years.

-- this section is only required for emergency management --

Total number of annexes in the county emergency response plan: _____
Number of annexes tested in this exercise: _____

Please list any other county, municipality, or private sector plans that this exercise tested:
Crawford County Mutual Aid compact. City of Denison emergency response protocol.

Chapter 9: Exercise Report - Submission Information

Prepared by: Mike McKinnon

Title: Denison Fire Chief

Date: 8/08/2009

Address: 1214 1st Avenue North

City: Denison

County: Crawford

E-Mail: firechief@denisonia.com Phone: 712-263-2806

Emergency Management Coordinators, e-mail report as attachment to: exercise@iowa.gov

Public Health/Hospitals, fax or e-mail reports to regional education & exercise coordinator:

LPHA Administrator or Hospital CEO signature

Date

Regional Education/Exercise Coordinator

Date

Report on Special Investigation of the
City of Denison Fire Department

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Thank you!

----- Administrative Use Only -----

State Approving Official:

Date Approved:

Exercise Requirements Met for NIMS Requirements:

Comments:

Type of Credit Approved:

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 17, 2010 E-mail Regarding Travel for IFA

Kevin Flanagan

From: Michael McKinnon [mckinnonm@]
Sent: Wednesday, February 17, 2010 10:50 AM
To: Chief Mike Schrum
Cc: Kevin Flanagan
Subject: reply

So, being gone all the time.

Before I was elected to the Iowa Firemen's Association Board, I asked permission from the city manager and informed the fire department association to get their blessing. Both organizations supported my running for the board. When elected, the city manager and mayor stated that this was part of my duties as fire chief and I was representing the City of Denison and Denison Fire Department. With this being said, I was told to attend all meetings and use the city vehicle whenever possible and I was not required to take vacation or personal time.

Through the first five years of serving on the board, I had four meetings per year to attend plus other meetings as they popped up. As the years progressed, so did my meeting commitments. During my tenure on the board, I was also asked to be the Iowa delegate for the National Volunteer Fire Council. Again, I went to my boss, the city manager, and got his blessing to do this. This required two meetings a year outside of Iowa. These two national meetings did not involve any direct costs to the City. All travel, meals, airfare and lodging was covered either by myself or the state organization; nothing was charged to the City.

This past year I served as the President of the Association. I was gone for several meetings and for the two annual trips for the NVFC. Many of the meetings were held on weekends. I also traveled at my own expense and used vacation time to attend area fire schools in neighboring states.

Anytime that I left the City limits, the officers or entire fire department was notified of my whereabouts and my time out of town. This information was also logged at the communications center.

As a city employee, I did accrue vacation time which accounted for four weeks of vacation. I also had weekends that I used for some personal time. I was gone for several of the big calls over the past couple of years. I still maintained a 93 percent average on emergency call response. I was criticized for being gone at a couple of structure fires and the potential flood in 2008. I do not have a crystal ball and could not predict the calls were going to happen. I was gone on my personal time, not using city time or city expenses for many of the events in question.

Contrary to one asst. chief's position, I am not required to work 24/7/365. I worked as many hours as it took to do my job, but also had to have time for myself and my family. I NEVER missed a call while I was in Denison or the area. The only calls I missed were while I was out of the area. This is unlike many chiefs in Iowa who do not respond to all calls when in town. I even cut trips to my hometown to see family short so I could get back into town. My dedication

6/18/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of February 17, 2010 E-mail Regarding Travel for IFA

Page 2 of 2

was definitely there, it just so happened that this past year there were calls when I was out of town.

Anyone that questions my loyalty to the fire department is sorely mistaken and is borderline being guilty of liable.

Mike

Mike McKinnon
San Juan College
Fire Science Instructor
Denison Fire Chief-retired

o: 505-566-3049
m: 505-258-0578

Training the firefighters and leaders of tomorrow

6/18/2010

Report on Special Investigation of the
City of Denison Fire Department

Copy of March 28, 2010 E-mail to the Auditor of State

>>> "Mike and Nancy McKinnon" <mnmckinnon@denisonia.com> 3/28/2010 6:47 PM >>>

Mr. Vaudt;

I am currently under investigation by your office in regards to the Denison Fire Department. I am sure that this is unorthodox for me to contact your office. I would ask that you review this information and pass it on as you see fit.

There is a whole lot more to the story than what you are receiving in complaints. I do hope that I will be contacted to provide some insight into the allegations and provide some more information. The complaints against me have been levied by the same small group that has fought me and has tried to get me fired for over 10 years.

I can assure you that any invoices through the City of Denison, Iowa Firemen's Association and Crawford County EMS Association are 100 percent accurate and do represent actual goods or services provided. I can also assure you that monies above costs were used to purchase equipment for the volunteer fire departments. I can assure you that any large purchases or out of the ordinary purchases were always approved by the city manager. The current city manager of Denison has a list of equipment that was purchased by me for the fire department.

An example is the Iowa Firemen's Association mileage expense reimbursement that is currently being investigated. When I was elected to the Board of Directors, the City Manager and Mayor gave me permission to use the city vehicle for any and all uses that represented the City. I then told the city manager that I would get mileage reimbursement and use those funds for oil changes and fuel and then purchase equipment for the volunteer fire department; this was approved. You can look through fire department purchases and find very few for oil changes, front end alignments, wheel rotations, and fuel outside of the city for the chief's vehicle. During the past three years, I started using my personal vehicle more and the volunteers used the city vehicle. In fact over the past three years, I seldom traveled alone and had volunteer firefighters using the city vehicle. The people making the complaint against me for use of the city vehicle do not know when I used the city vehicle or my personal vehicle. Many times, the city vehicle was left at home in my garage and I used my personal vehicle, or the city vehicle was used by volunteer firefighters.

Report on Special Investigation of the
City of Denison Fire Department

Copy of March 28, 2010 E-mail to the Auditor of State

Now the issue of Crawford County EMS funds has come up. Again, any invoices that I submitted were for CPR, First Aid and Bloodborne Pathogen training and equipment that was provided to responders within the county. All of the invoices were priced at lower prices than the local community college and all excess funds over costs went back to equipment and more training. I have heard now that I am being accused of forging one individual's name to checks. This one individual is also part of the group that has been trying to get rid of me for years. I sent the checkbook for the EMS Association with a 'runner' from the FD to get the signatures obtained. In most instances, Greg Miller would sign several extra blank checks. LaVerne would sign each check as it was filled out. The bank statements all went to LaVerne for his review to keep the check and balances in place. I never had a reason to forge a signature as I sent the checks out for signatures anyway; why would I forge one and not both? This just doesn't make sense to me. Again, the small group is trying to come up with anything to discredit me.

This witch hunt will continue until I am found guilty. I can tell you that the accusers are not 100 percent innocent either. A complaint can also be levied against these people. Greg Miller, EMA coordinator has most of the EMA Region allocated equipment at his personal home to be used by himself and the Zenks. He has taken equipment that was to be used in the EOC, as allocated by the Region. Greg has radios that are used solely for himself and the Zenks that are to be part of a radio cache.

Duane Zenk has purchased items from E-911 funds such as handheld GPS units that were never put into use in the emergency responder community. Duane also allowed payments to his son for 911 sign repair and replacement. There are also several radios that have been missing from the fire department. Duane was the chief of the fire department before me. I tried to collect information on the missing radios, but was never cooperated with. Duane and his son Tim have both received new vehicle radios and the replaced ones were never returned to the department. There was also a large payment from the fire department's funds to repair Duane's son's vehicle. This was against city policy, and the damage to the vehicle happened when department SOGs were not being followed. Duane has used county resources for many non-county assessor items.

As you can see, this is a very messy situation. There have been numerous unethical and illegal things done to me over the past 10 years. All this was done to get rid of me. I can provide information on any and all allegations against me. I was the only full-time employee of the fire department so most actions took place without the volunteer firefighters knowing anything about it. I may be guilty of something, and I will accept that. Anything that I ever did was with approval of supervisors and I never signed any checks. After 11 years of doing the job that I loved, giving everything to the fire community I just could not take the undermining and pressure any longer. I have had to go on medication for the stress and depression from all of the hassle. I left my dream job, that I only had 10 years left to go before I could RETIRE. I had to leave all of my family behind and move over 1100 miles away. I did not want to leave Denison but was forced out by the same little group levying these complaints. The city performed an investigation into the allegations from Duane and found nothing missing or wrong. The IFA performs audits every year and has found nothing wrong. The EMS Association has been very closely overseen by LaVerne and I

Report on Special Investigation of the
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Copy of March 28, 2010 E-mail to the Auditor of State

have taken my directions from him. Everything that I have ever done has been public information and was approved by numerous layers.

I would formally ask that I be interviewed for any additional information.

Regards,
/s/ Michael McKinnon

Mike McKinnon

Fire Science Coordinator - Instructor
San Juan College

Denison Fire Chief - retired

Report on Special Investigation of the
City of Denison Fire Department

Copy of Altered Guest Folio Submitted to IFA

Arrowwood 11 S Okoboji, IA 51765 Tel:(712)332-2161 Fax:(712)332-7727 E-mail: Arrowwoodreservations@mchsi.com

Arrowwood
RESORT & CONFERENCE CENTER
Okoboji

Arrowwood Resort & Conference Center
1-800-727-4561
www.arrowwood-okoboji.com

GUEST FOLIO

Mike McKinnon
501 S. Main Loop
JETTYSBURG, SD
7442
JSA

ACCOUNT NAME McKinnon, Mike
ACCOUNT NO. IN 122462
FOLIO TYPE Current

Re: McKinnon, Mike
IA Fireman's Assoc.

ARRIVAL 04/16/09

xx:

Prop.	Seq.	Date	Transaction Description	Ref/Comments	Room No.	Q	Amount	TX	S/F
	1	04/16/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		
	2	04/17/09	*** Water Park Pass	@ 5.00 per Amber	1425	1	42.00	N	A
			State Tax				2.10		
			Local Tax				0.42		
			School Tax				0.42		
	3	04/17/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		
	4	04/18/09	Minervas		1425	1	34.00	I	A
	5	04/18/09	Minervas		1425	1	62.10	I	A
	6	04/18/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		

Reimburse for 3 nights at Regular Room rate \$89.00 + 8.10 = 97.10

Report on Special Investigation of the
City of Denison Fire Department

Copy of Original Guest Folio Found in City's Records

1405 HWY 71 S Okoboji, IA 51355 Tel:(712)332-2161 Fax:(712)332-7727 E-mail: Arrowwoodreservations@mchsi.com

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GUEST FOLIO

Mike McKinnon
2501 S. Main Loop
GETTYSBURG, SD
57442
USA

Re: McKinnon, Mike
IA Fireman's Assoc.

ACCOUNT NAME McKinnon, Mike
ACCOUNT NO. IN 122462
FOLIO TYPE Current

ARRIVAL 04/16/09

Fax :

Prop.	Seq.	Date	Transaction Description	Ref/Comments	Room No.	Q	Amount	TX	S/F
	1	04/16/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		
	2	04/17/09	*** Water Park Pass	@ 5.00 per Amber	1425	1	42.06	N	A
			State Tax				2.10		
			Local Tax				0.42		
			School Tax				0.42		
	3	04/17/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		
	4	04/18/09	Minervas		1425	1	34.00	I	A
	5	04/18/09	Minervas		1425	1	62.10	I	A
	6	04/18/09	Room	Re: 1425/McKinnon, Mike	1425	1	189.00	N	A
			State Tax				9.45		
			Hotel Tax				9.45		
	7	04/19/09	Room Adjustment		1425	1	(567.00)	N	A
			State Tax				(28.35)		
			Hotel Tax				(28.35)		
	8	04/19/09	Global Transfer	E: IN136273/DFD, (Green) QQ Golf 2	1425	2	195.80	I	A
	9	04/19/09	Global Transfer	E: IN130833/DFD, (Kelm) QQ Golf 2	1425	2	195.80	I	A
	10	04/19/09	Global Transfer	E: IN130832/DFD, (Granzen) QQ Golf 2	1425	2	195.80	I	A
	11	04/19/09	Visa	Aut#: 610133/xxxx xxxx xxxx 0105	1425	1	(728.50)	I	A
			TOTAL				0.00		

This bill is in currency : USD points

Print date: 04/19/09

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